

**Includes More Than 100 Useful
Indonesian Words and Phrases**

LEARN INDONESIAN LANGUAGE PHRASE BOOK

**COMMON PRACTICAL PHRASES AND GRAMMAR
GUIDE TO SPEAK GOOD BAHASA INDONESIA
EASILY AND EFFECTIVELY**



Haneef Khee Abdullah

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Common practical phrases and grammar guide to speak good Bahasa Indonesia easily and effectively

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HANEEF KHEE

www.languagemega.com



State Affairs

The Founder, Master Trainer --- Haneef Khee Abdullah (B.Sc.)(Hons)

The founder has been teaching 4 languages to many non-native speakers for more than 15 years till date. He is able to teach the English language to Chinese and Indonesian nationals, or to teach the Mandarin language to English native speakers. These accumulated experiences actually enabled him to identify the needs of students from non-native-speaking backgrounds and allow the founder to directly and immediately address and tackle these learning obstacles at the very early stage of learning, making the rest of the training more appealing, simple, easier and more ready for students to learn, eventually helping them to become competent users of a particular language.

The founder himself held an Honors Degree with the famous National University of Singapore (NUS) in 1996. He was a Quantity Surveyor by Profession but has now committed himself fully to teach 4 languages to non-native speakers. These 4 languages are: Cantonese, Mandarin, English and bahasa Indonesia.

Preface

I have taught for more than 15 years and the experiences that I have accumulated provided me with a very good understanding of a learner's needs, difficulties and expectations when learning a foreign language. Thus I have decided to make a series of books that approaches the language from the learners point of view so that a learner can obtain higher success in learning a language.

Special traits in these books:

1. Make learning simple, easy and fun
2. Material is arranged in a step-by-step manner.
3. Books are compact (in size) but comprehensive (in information)
4. Instructions are easy to follow and understand
5. Books can be used for self-improving or in a class learning environment
6. Good mixture of theory and practical

May the owner of these series of books be blessed with a smooth-sailing and fruitful learning experience.

Yours Sincerely,

Haneef Khee (B.Sc)(Hons)

Founder & Master Trainer

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Lesson 1:

Why The Urgency To Learn Bahasa Indonesia?

- The Indonesian economy is one of the world's largest emerging markets.
- By 2030, Indonesian GDP is projected to exceed \$3.7 trillion and could be the world's 7th-largest economy.
- Indonesia's has grown as a result of consumption, not exports and manufacturing.
- By 2030, Indonesia will have added 90 million people to its consuming class—making a total of 203 million of its population.

Geographical Impart



Surrocal deals with the local. Do not try to overshadowed by:

- Population who are mainly Muslims (Indonesia, Malaysia, Brunei)

- Population that speaks Malay & Indonesian Language

Are foreign countries ready to venture into Indonesia? (compare to Malaysia)

| | Foreign Countries | Malaysia |
|------------|-------------------|----------|
| Culture | - | + |
| Language | - | + |
| Religion | - | + |
| Logistics | + | - |
| Investment | + | - |
| | | |

Case Study:

A very sharp observation but bitter experience from Australia:

- Australian businesses considered doing business in Indonesia was the fourth most challenging market, according to survey.
- Beyond beef, Australia has shown a reluctance to do business in Indonesia.
- Understanding Indonesia cultures key to business success, cited Export Council of Australia.

Source: ABC news, Jul 2014

Ideally, foreign countries should be this:

| | Singapore | Malaysia |
|------------|-----------|----------|
| Culture | ✓ | + |
| Language | ✓ | + |
| Religion | ✓ | + |
| Logistics | ✓ | - |
| Investment | ✓ | - |
| | | |

Business Culture in Indonesia

Learn Business Culture

1. **Mentality:** Foreigners need to take a back seat when doing businesses in Indonesia!



Let the local deals with the local. Do not try to overshadow the locals or trying hard to prove your capabilities. Prove with actions and not words.

Throughout this book and our e-course training, will be imparting:

1. Tips to be accepted easily into Indonesia
2. Ways to maneuver while going businesses in Indonesia
3. To have the right mentality
4. To have the right business and social skills
5. To understand the business and social culture

2. Business culture:

- a) lower expectation of formality (Concept of convenience & practicality)
- b) slower pace and cope with the frustration to get things done immediately



**Typical formal way
of business wear**

**Focus on the
services
that they offered,
less emphasis on
what they wear!**

**Indonesian accepted
way of business wear**

3. Usage of the language: Pronunciation



English = Manusia

Bahasa
Indonesia = Manusia

The difference lies in
the way the word is
pronounced

*Both English and Bahasa Indonesia are made up of
individual letters to form a word*

It is obvious that words in Bahasa Indonesia is made up of individual letters from the English alphabets. But remember this, though English alphabets were used, that does not mean you should pronounce them like how they should sound in English. Take the word, human, in English we “naturally” pronounce it as man.nu.sia. But, in Bahasa Indonesia, we must pronounce it as, Maa.Nu.See.Ya. The difference lies in the way the word is pronounced. Thus, the first thing you need to learn, is the right pronunciation in Bahasa Indonesia.

Another example is the word, Morning. Most English speakers will pronounce this word as, paa-g, but in the context of Indonesia language, it must be pronounced as, bar-gii. Imagine when we are supposed to greet in the Indonesian language, “Good morning”, as, “selamat bar-gii”, we could be saying “selamat paa-g”. That could definitely cause confusion because most of the Indonesians do not learn Bahasa Indonesia through formal education, it is their mother tongue. They recognize sounds more than the spelling itself. Therefore, it is important that they can understand correctly what you are trying to say. Imagine the look on the faces of the local Indonesians when you greet them good morning with, selamat paa-g. None of them will have a clue to what you are trying to say!

4. Actual usage of the language

| Foreigner | Local |
|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| <p>Soekarno Hatta</p> <p>International airport</p> <p>Usually pronounce as</p> <p>Soe.kar.no - hat-ta</p> | <p>Indonesians will</p> <p>pronounce as</p> <p>Bandara</p> <p>Soe.kar - <u>no.hat.ta</u></p> |

To be able to speak a language is one thing, to be able to use it appropriately is another.



The way of how a word is broken up will affect how it will be pronounced. The locals have a different way of breaking up certain words when pronouncing certain words. This is how they can differentiate between a foreigner or a local by the way a person speaks.

5. Understanding Social Culture

To be embraced graciously by the locals

5. Understanding Social Culture



| The Use of Right hands in Passing / Receiving Things | |
|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Foreigner | Local |
| Like to joke about Indonesians use their left hands for "toilet" purposes | <ul style="list-style-type: none">• Pass and receive everything using right hand• Apologize with "maaf" if u need to use your left hand• Religion related (sensitive) |
| pass and receive things with left and right as normal | |

Summary:

What is needed to successful venture into Indonesia and to sustain?

Good Understanding of:

1.Business Mentality

2.Business Culture

3.Pronunciation

4.Actual usage of the Language

5.Social Culture

1. TIPS to be accepted as a part of Indonesia 1

Own a piece of BATIK WEAR

| | |
|------------------|-----------------------------|
| Cheap | Rp 100.000 (below) |
| Average | Rp 200.000 – Rp 500.000 |
| Average high end | Rp 1.000.000 - Rp 2.000.000 |

Slightly high end
High end

Rp 2.500.000 – Rp 4.000.000
Rp 5.000.000 (above)

Go to the following link to view explaining video:

<https://drive.google.com/file/d/0B2gCv7F6xbuWTVNneUZkTGFtOU0/view?usp=sharing>

Cultural respect: Avoid this Biggest Mistake!

DO NOT use “bahasa” to refer to the Indonesian language

“Bahasa” only means language

So English is called bahasa Inggris; Mandarin is called bahasa

Mandarin / cina

Indonesian Language is called bahasa Indonesia

History and Formation of Bahasa Indonesia

The Difference between English and BHS Indonesia

| English | Bahasa Indonesia |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| HUMAN | MANUSIA |
| made up of individual letters to form a word | is also made up of individual letters to form a word; the difference lies in the way the word is pronounced. |

BAHASA INDONESIA IS ACTUAL FORMED THROUGH THE INFLUENCED OF SEVERAL LANGUAGES:

From The Dutch we can see words such as:

polisi (from *politie* = police), *kualitas* (from *kwaliteit* = quality),
wortel (from *wortel* = carrot), *kamar* (from *kamer* = room),
rokok (from *roken* = smoking cigarettes),
korupsi (from *corruptie* = corruption),
kantor (from *kantoor* = office), *kelas* (from *klas* = class).

From Portuguese include:

sabun (from *sabão* = soap), *meja* (from *mesa* = table),
boneka (from *boneca* = doll), *jendela* (from *janela* = window),
gereja (from *igreja* = church), *bola* (from *bola* = ball),
bendera (from *bandeira* = flag), *roda* (from *roda* = wheel),
gagu (from *gago* = stutterer), *sepatu* (from *sapato* = shoes),
kereta (from *carreta* = wagon), *bangku* (from *banco* = chair),
keju (from *queijo* = cheese), *garpu* (from *garfo* = fork),
terigu (from *trigo* = flour), *mentega* (from *manteiga* = butter),

Chinese origin (presented here with accompanying Hokkien/ Mandarin pronunciation derivatives as well as traditional and simplified characters) include:

pisau (匕首 bǐshǒu - knife),

loteng, (楼/层 = lóu/céng - [upper] floor/ level),

mie (麵 > 面 Hokkien mī - noodles),

lumpia (潤餅 (Hokkien = lūn-pián) - springroll),

cawan, (茶碗 cháwǎn - teacup),

teko (茶壺 > 茶壶 = cháhú [Mandarin], teh-ko [Hokkien] = teapot),

kuli = khu (bitter) and li (energy)

widely used slang terms *gue* and *lu* (from the Hokkien 'goa' 我 and 'lu/li' 你 - meaning 'I/ me' and 'you').

From Sanskrit came words such as

kaca (glass, mirror), *raja* (king), *manusia* (mankind)

bumi/ dunia (earth/ world), *agama* (religion).

Words of Arabic origin include

kabar (news), *selamat/ salam* (a greeting), *senin* (Monday),
selasa (Tuesday), *jumat* (Friday), *ijazah* (diploma),
hadiah (gift/present), *mungkin* (from *mumkin* =perhaps),
maklum (understood), *kitab* (book), *tertib* (orderly),
kamus (dictionary)

From Javanese,

aku (meaning I/ me (informal)

its derivative form: *mengaku* (to admit or confess).

From Tamil,

kapal (ship), *kolam* (lake), *kedai* (shop)

To fully understand Indonesian, must learn & understand:

1. Formal & Informal Bahasa Indonesia

- the difference between daily spoken Indonesian and the formal language learned in schools or in the higher society or the elite group. Anyone can learn Indonesian.

- some of the formal and informal grammar and vocabulary words used in the daily spoken language are not included in dictionaries, but are often used on television, and in the print media and advertising.

- the different rules and grammar for formal and informal Indonesian, a list of words and advice on how they are used in both situations.

Formal & Informal

Rule of thumb



**Speak according to the
level of the listener**



**Government school
in a village**



**Government school
in a town**



**Government school
in a city**

Use the following link to understand what has caused the existence of this formal and informal issue:

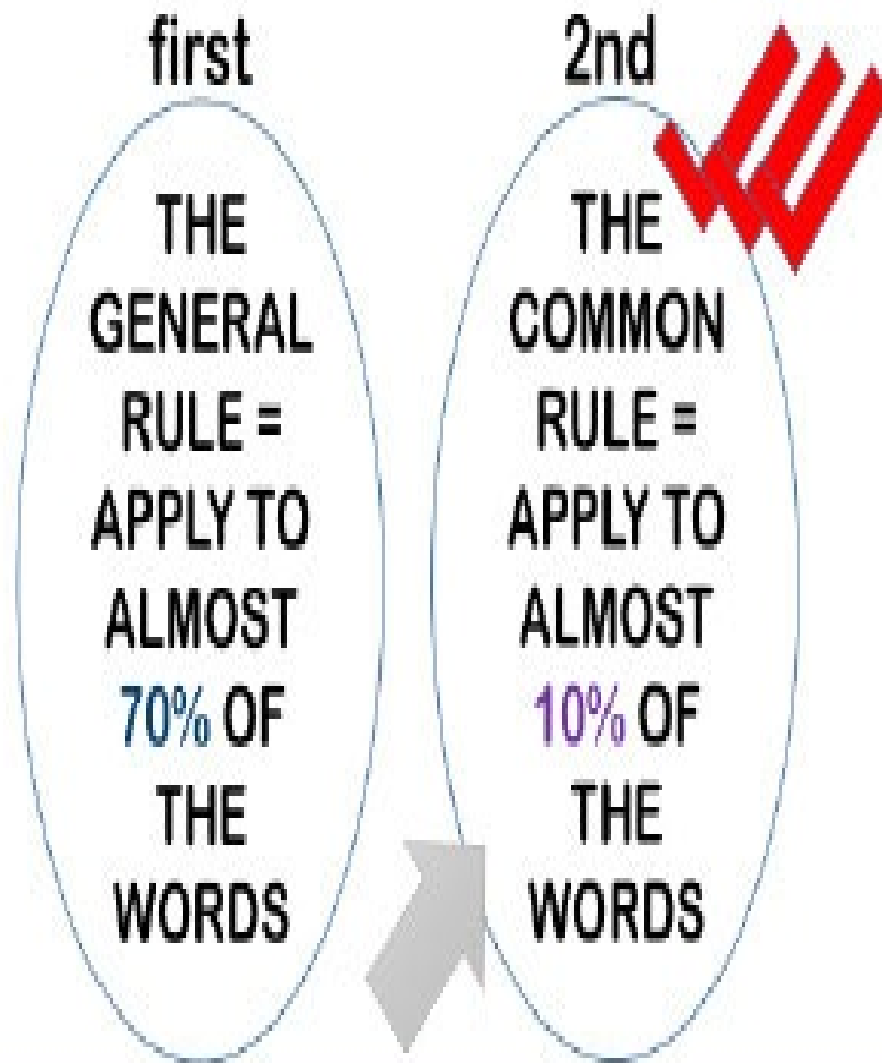
<https://drive.google.com/file/d/0B2gCv7F6xbuWRXdJTnFJU0p5QjQ/view?usp=sharing>

example: situations where formal and informal sentences were used:

| English | Formal | informal |
|--------------------------------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| now what are we going to do? | Boss bring employees to lunch. Discover restaurant was closed on arrival. You ask, "Bergitu bagaimana?" | Your husband bring whole family to dine-in a restaurant. Upon arrival, the restaurant was closed, you say, "gimana nih?" |
| bid farewell, say goodbye | Your client is leaving from your office, you say, "selamat jalan, sampai jumpa" | You sisters leaving from your house after weekend gathering, you say, "pulang dulu, dah!" |
| waiter is asking, "what would you like to have?" | Waiter in 5-star restaurant asking your order, "permisi bu, mau pesan apa?" | Street vendor from roadside foodstall, "bu, mau makan apa?" |

2. Not always can direct translated words and sentences

GENERAL RULE IN THE APPLICATION OF BAHASA INDONESIA



When a word falls under the 2nd category in conversation, it will prevail the first rule, even though they are correct in the application and in the written language of bahasa Indonesia.

Under this rule, one has to understand that certain sentences cannot be translated directly, word for word, from a language to another. We need to know how the locals usually speak a sentence. Please go through the tables.

| English | From books (direct translate) | Reality (how people speak) |
|------------------------|------------------------------------------------------|---------------------------------------------------------|
| What is the time now? | waktunya apa sekarang? (the time what now?) | jam berapa sekarang? (hour how much now) |
| I am not feeling well. | saya tidak merasa baik. (i not feel well) | saya merasa kurang sehat. (i feel less healthy) |
| Have you eaten yet? | sudahkah makan? (already eat?) | sudah makan belum? (already eat not yet?) |
| Not too sweet please | tidak terlalu manis tolong (not too sweet please) | tolong jangan terlalu manis (please don't too sweet) |
| Turn-off the tap | belokkan kerannya (turn the tap) | matiin air (kill the water) |

3. Generation & Application of Affixes Affixation

The Indonesian language utilise a complex system of affixes

(i.e. prefix, infix, suffix and confix (circumfix)).

Prefix: added to the front of a root word (RW).

RW = baca (reading) = membaca

Infix: added in between a root word.

RW = tunjuk (point) = telunjuk (index finger)

Suffix: added at the end of a root word.

RW = tulis (write) = tulisan (writing)

Confix: added at the beginning and the end of a RW.

RW = bosan (bore) = membosankan (boring)

Follow the link for a video explanation:

<https://drive.google.com/file/d/0B2gCv7F6xbuWSXppY2l6bGExbU0/view?usp=sharing>

Affixes are applied with certain rules that depend on the initial letter of a root word, for example:

| Prefix | Root Word | Meaning | Formally in Indonesia |
|--------|-----------|---------|-----------------------|
| meng | ikat | to tie | mengikat |
| mem | baca | to read | membaca |
| meny | sewa | to rent | menyewa |
| men | cari | to find | mencari |

Then, depending on the affix used, a word can have different grammatical meanings:

makan means eat

me + makan (me-ma-kan) means to eat something

di + makan (di-ma-kan) means to be eaten or was eaten by (passive voice)

ter + makan (ter-ma-kan) means to accidentally eat

duduk means sit down

*men + duduk + kan (men-du-duk-kan) means to sit someone/
something down*

men + duduk + i (men-du-du-ki) means to sit on something

di + duduk + kan (di-du-duk-kan) means to be sat down

di duduki (di-du-duk-ki) means to be sat on, etc

A prime example is the root word **tinggal**. When this word is used with affixes, it can change quite dramatically in both meaning and grammatical when used:

- **tinggal** (root word (RW)) = to reside, live (in a place)

I stay in Singapore = Saya **tinggal** di Singapore

- **meninggal** = to die, pass away ('meninggal dunia')

He has died = Dia sudah **meninggal** dunia

- **meninggalkan** = to leave (a place); to leave behind / abandon (someone/ something)

It is better that we leave this place immediate =

Sebaiknya kita segera **meninggalkan** sini

- **ketinggalan** = to miss (a bus, train, etc); to be left behind

You are behind time (old-fashioned) =

Kamu **ketinggalan** zamam

- **tertinggal** = to (accidentally) left behind

I accidentally left my keys at home (English)

My keys are accidentally left at home (Indonesia) =

Kunci saya **tertinggal** di rumah

- **ditinggalkan** = to be left behind; to be abandoned

The victim has left behind his wife and 2 kids =

Korban **ditinggalkan** istri dan dua anak anak

- **selamat tinggal** = goodbye (said to the person staying)

- **selamat jalan** = goodbye (said to the person leaving)

4. Compound words (Kata majmuk)

In Indonesian, new words can be formed by conjoining two or more root words. Compound words, when they exist freely in a sentence, are often written separately. Compound words are only attached to each other when they are bound by a confix or when they are already considered as stable words.

For example, the word rumah, which means house and makan, which means eat, are compounded to form a new word rumah makan (restaurant/a place to dine). Certain stable words, such as kakitangan (assistants, personnel, right-hand man), and kerjasama (co-operation, working together), are spelled as one word even though the words they consist of can also exist freely in sentences.

Follow the link for a video explanation:

<https://drive.google.com/file/d/0B2gCv7F6xbuWcVZtTHI2azlVX1U/view?usp=sharing>

Common Words (kata majmuk)

| Indo | Literal translation | Meaning |
|---------------------|---------------------|------------------------------|
| ahli bahasa | expert language | language specialist / expert |
| mengambil ahli | to take expertise | to take over |
| mengambil keputusan | to take decision | make final decision |
| banting harga | overturn price | compare the price |
| banting tulang | overturn bones | work very hard |
| bencana alam | | natural disaster |
| memberi hati | to give heart | to please someone |
| besar hati | big heart | very forgiving person |
| besar kepala | big head | proud |
| busuk hati | rotten heart | very wicked |

5. Idioms and proverbs

Ada gula, Ada semut.

Lit. “Where there’s sugar, there are ants”.

Mean. Where there is a good thing (sugar) there will be people taking advantage of it (ants).

Indonesian idioms can be quite cynical.

To have a good command of bahasa Indonesia for **social & business** purposes:

1. *Know the sounds and ways to pronounce all the available combination of words*
2. *To understand the formal & informal aspect*
3. *Cannot always direct translate word for word*
4. *To understand how these Affixes are generated and used*
5. *To be able to identify and apply compound words*
6. *The usage of common idiomatic phrases*
7. *Apply according to the local culture and ethnics*

Lesson 2: THE RIGHT PRONUNCIATION

| Bahasa Indonesia | | |
|------------------|-------------|---------------------------------------------|
| Letter | Pronouce as | as in... |
| A | a | ahh |
| B | be | baby |
| C | ce / se | chain / say |
| D | de | day |
| E | ae | the letter 'A' |
| F | ef | the letter 'F' |
| G | ge | gay |
| H | ha | ha ha ha... |
| I | e | the letter 'E' |
| J | je | the letter 'J' |
| K | kg | 'car' but without the 'ha...' sound and air |
| L | el | the letter 'L' |
| M | em | the letter 'M' |
| N | en | the letter 'N' |
| O | o | or |
| P | pe | paper but without the 'ha...' sound and air |

| | | |
|---|-----|---------------------------------------------|
| Q | ki | key |
| R | err | air: must emphasize on the 'rrrrr' |
| S | es | the letter 'S' |
| T | te | table but without the 'ha...' sound and air |
| U | wu | Pulau Ubin |
| V | ve | vacation |
| W | ue | way |
| X | eks | axe |
| Y | ye | ye... |
| Z | zet | the letter 'Z' (zet) |

Email us for the link to this lesson: englishmes@gmail.com

TYPE OF PEOPLE (JENIS ORANG-ORANG)

| HUMAN | SINGULAR | TUNGGA | PLURAL | JAMAK |
|-------|----------|--------|--------|--------|
| 1P | I | SAYA | WE | KITA |
| AKU | KAMI | | | |
| 2P | YOU | ANDA | YOU | KALIAN |
| KAMU | | | | |
| 3P | HE | DIA | THEY | MEREKA |
| SHE | | | | |
| IT | | | | |

Please note the formal and informal usage for the English Terms “I” and “You” and the difference in the application between ‘Kita’ (which include the listener in the conversation) and ‘Kami’ (which exclude the listener from the conversation).

| NOUNS | PRONOUNS | INDONESIA |
|-------|----------|-----------|
| I | ME | SAYA |
| YOU | YOU | ANDA |
| HE | HIM | DIA |
| SHE | HER | DIA |
| IT | IT | DIA |
| WE | US | KITA |
| YOU | YOU | KALIAN |
| THEY | THEM | MEREKA |

Basically there is no difference in the terms for Pronouns and Personal Nouns in bahasa Indonesia.

C. Possessive Adjectives

My Bag.



Tas saya.

In Indonesian:
the “noun” (thing) must come first.

| English | Bhs Indonesia | Way to read |
|--------------|-------------------------|---------------------|
| my house | rumah saya | ru.mah sa.ya |
| your car | mobil anda | mo.bil an.da |
| his cup | cangkir dia | cang.kir di.ia |
| my family | keluarga saya | ke.luar.ga sa.ya |
| her boss | bos dia | bos di.ia |
| my child | anak saya | a.nak sa.ya |
| our teacher | guru kita / kami | gu.ru ki.ta / ka.mi |
| their friend | teman mereka | te.man me.re.ka |

All for one & One for all

| | | |
|--------------------------|------|-------------|
| Personal noun | I | saya |
| pronouns | Me | |
| Possessive adjectives | My | |
| | Mine | |
| | | |
| Personal noun | We | Kita / kami |
| pronouns | Us | |
| Possessive adjectives | Our | |
| | Ours | |

D. REFLEXIVE NOUNS

| REFLEXIVE | DIRI SENDIRI |
|------------|---------------------|
| MYSELF | Saya diri sendiri |
| YOURSELF | Anda diri sendiri |
| HIMSELF | Dia diri sendiri |
| HERSELF | Dia diri sendiri |
| ITSELF | Dia diri sendiri |
| Ourselves | Kita diri sendiri |
| Yourselves | Kalian diri sendiri |
| Themselves | Mereka diri sendiri |

In bahasa Indonesia, we only need to remember that the ‘self’ in English is represented by ‘diri sendiri’, And this is usually used as how is used in English.

Structure:

person + action + diri sendiri = You take care (of yourself).

Kamu jaga baik-baik diri sendiri

USEFUL HUMAN TERMS

| English | male | female | Usage |
|----------|-------------|-----------|--------------|
| formal | lelaki-laki | perempuan | conversation |
| pria | wanita | signage | |
| informal | cowok | cewek | conversation |

Common titles used to address a person

| ENGLISH | OLDER / MARRIED / SENIOR | YOUNGER / UNMARRIED |
|-------------------------|-----------------------------|------------------------|
| MALE (Mr.) | BAPAK PAK (name) | MAS MAS (name) |
| FEMALE (Mrs. / Miss) | IBU BU (name) | MTAK (name) NENG |

Pak Budi Ibu Camat Mas Eddie
Bapak Direktur Neng Ayu
(title) Mbak Lina
(title)

The family chart

| Grandparents | |
|--------------|-------------|
| kakek-nenek | |
| grandfather | grandmother |
| kakek | nenek |

| Parents | |
|--------------|--------------|
| orangtua | |
| father | mother |
| ayah / bokap | ummi / bunda |

| Siblings | |
|----------|---------|
| saudara | |
| elder | younger |
| kakak | adik |

| My family | |
|--------------|--------|
| Kelurga saya | |
| husband | wife |
| suami | isteri |

| children | |
|-----------|----------|
| anak anak | |
| son | daughter |
| putra | putri |

| Siblings | |
|----------|---------|
| saudara | |
| elder | younger |
| kakak | adik |

| terms | gender |
|---------|--------------------------|
| saudara | laki-laki (laki-laki) |
| kakak | perempuan |
| adik | |

| children | |
|-----------|----------|
| anak anak | |
| son | daughter |
| putra | putri |

| terms | gender |
|-------|--------------------------|
| anak | laki-laki (laki-laki) |
| | perempuan |

bayinya cowok atau cewek?

baby the, boy or girl?

cewek cantik.

girl pretty

Nya = the, bayi = baby

Unlike in English, the Bahasa Indonesia, nya, is always used after the noun.

English

How are you?

(meaning)

English

english

good morning

selamat siang

mid noon

good afternoon

good evening

good night

mid night

breakfast

lunch

dinner

Note:Indonesians like to use the muslim prayer times as time references for their

pada zuhur

pada asr

pada maghrib

pada ishak

The differences when using the English 'please'.

| | | |
|--------|---------|-------------------------------------|
| Please | Permisi | Used when we want to enter a place. |
| Please | Silakan | Please come in; Please go out. |
| Please | Tolong | Question tag: "please?" |

| Different Introduction | Key words | example |
|------------------------------------------------------|------------|------------------------------------------------|
| Meeting someone and shaking hands | kenalan | (As you shake hands) |
| Introducing oneself before a meeting or presentation | berkenalan | (As you stand up) |
| Introducing someone to another person | kenalin | (When you introduce someone to another person) |

To Know Someone

| Steps | Words used for controller | Meaning in English | Words used for listener |
|-------|-----------------------------------------------------------------------|--------------------|--------------------------------|
| 1 | <i>Selamat siang pak</i> | Good afternoon | <i>Selamat siang</i> |
| 2 | <i>Kenalan</i> (usually handshake) | Get to know.... | (shake hands) |
| 3 | <i>Nama saya...</i> (your name) | My name is..... | <i>kenalan, nama saya</i> |
| 4 | If they don't say their name, you ask <i>(nama bapak siapa)</i> | What is your name? | |
| 5 | <i>Senang berkenal</i> (when the other party says his or her name) | Nice to meet you | <i>Sama sama</i> |

| SNo | Question / greetings |
|-----------------------|-----------------------------------------------------------|
| | English |
| 1 | How are you? |
| 2 | Have u eaten yet? (used when met around mealtimes) |
| 3 | Saying Goodbye” |
| 4 | Saying “thank you”(for a gift, compliment, invitation, se |
| Dun mention | terima kasih kembali |
| 5 | (catching attention, asking for assistance) |
| 6 | Apologizing(something serious) |
| Sorry(not so serious) | maaf |

| Common simple answers | Bahasa Indonesia |
|-----------------------|----------------------------------------------|
| yes | Ya |
| no* | Bukan (used to refer to physical things) |
| | Tidak (used to refer to non-physical things) |
| already | Sudah |
| Not yet | belum |

* Example of "no" usage:

1. Are you eating? → tidak
2. Are you eating a fish? → bukan

| Common 5 (VERBS) | formal | informal |
|----------------------|-----------------------------------------------|----------------------------------------------|
| I want | Saya MAU | Aku MAU |
| I like / love | Saya SUKA | Aku SUKA |
| I wish | Saya INGIN (i.ngin) | Aku INGIN (i.ngin) |
| I have | Saya PUNYA (pu.nya) | Aku PUNYA (pu.nya) |
| I need | Saya BUTUH (for physical things) | Aku BUTUH (for physical things) |
| | Saya PERLU (for non-physical needs) | Aku PERLU (for non-physical needs) |

EXERCISE FOR LESSON 1

(fill in the blanks for the first 2 tables)

| SINGULAR | TUNGGAL | PLURAL | JAMAK |
|----------|---------|--------|-------|
| I | | WE | |
| YOU | | YOU | |
| HE | | THEY | |
| SHE | | | |
| IT | | | |

ENGLISH

BHS INDONESIA

GOOD

Morning

Afternoon

Evening

Night

How are you?

I am fine

Breakfast

Lunch

Dinner

PRONUNCIATION

| | | | | | | |
|-----|-----|-----|-----|-----|---|---|
| A | B | C | D | E | F | G |
| H | I | J | K | L | M | N |
| O | P | K | R | S | T | U |
| V | W | X | Y | Z | | |
| NGA | NGE | NGI | NGO | NGU | | |

CHECKLIST AFTER LESSON 1

Objective:

- To know all the pronunciation in bahasa indonesia.
- To prefect the tones in pronunciation.
- To know all basic personal terms.
- To know common greetings.
- To increase the vocab power.

| SNo | ITEMS | YES | NO |
|-----|----------------------------------------------------|-----|----|
| 1 | Prefect the pronunciation. | | |
| 2 | Memorize the 8Ps in bahasa Indonesia. | | |
| 3 | The terms and structure for Possessive Adjectives. | | |
| 4 | Understand the Key terms for each Pronoun. | | |
| 5 | The Key word to express “reflexive nouns”. | | |

6 Common Titles and how to address a person.

7 Simple common greetings and cultures:

a.How are you?

b.I am fine, thank you.

c.Morning and Good morning

d.Afternoon and Good afternoon

e.Evening and Good evening

f.Night and Good night

Lesson 3: MORE ON PRONUNCIATION

TIPS to be accepted as a part of Indo

2. Soekarno-Hatta

Soekar-**no**Hatta

Soekarno (1st president)
Hatta (1st vice-president)

To remember how they have paved the path for Indonesia, the international airport was named after them. You can see their statute when u are leaving Jakarta heading towards the Cengkareng bandara. But you must know how locals say this name.

| How the Alphabet Sounded.... ALPHABET / HURUF | | | RECAP |
|-----------------------------------------------|------------|---|-----------|
| A | ah | N | en |
| B | bay | O | or |
| C | say / che | P | pe |
| D | day | Q | ki |
| E | letter "a" | R | airrr |
| F | ef | S | es |
| G | gay | T | te |
| H | ha | U | u |
| I | letter "e" | V | vacation |
| J | jay | W | way |
| K | kga | X | eks (axe) |
| L | el | Y | yeah |
| M | em | Z | zet |

Cara Mengucapkan Yang Benar (The Right Pronunciation)

There are 5(five) letters that represent vowels in Indonesian, but there are 7(seven) distinct sounds associated with them. The difficulty for a beginner is to know which sound applies to vowels that have more than one sound associated with them.

| A | i |
|----------------------------------------------------------------------|---------------------------------------------------------------------------|
| /a/ is always pronounced like the English /a/ in ‘far’; ‘car’; ‘jar’ | /i/ is always pronounced like the English /i/ in ‘machine’; ‘sit’; ‘city’ |
| Example: | Example: |
| saya – I (sa.ya) | ini – this (i.ni) |
| apa – what (a.pa) | sini – here (si.ni) |
| kaya – rich (ka.ya) | gila – crazy (gi.la) |
| makan – eat (ma.kan) | kami – we (ka.mi) |
| tanam – plant (ta.nam) | indah – beautiful (in.dah) |

Vowel /e/ has two different sounds.

The following examples show different ways to pronounce the letter /e/ for different words in the Indonesian language.

1.Saya lebih senang mobil sédan ketimbang pickup.

I preferred a sedan car to a pickup truck.

2.Mendengar berita yang menyedihkan itu ia menangis tersedu-sedan.

After hearing the sad news, she cannot stop herself from crying.

3.Nénék datang nanti sore.

Grandma is coming later in the afternoon.

| e | é |
|-----------------------------------------------------------------------|---------------------------------------------------------------------|
| A weak one like 'a' as in the English /e/ in 'children'; 'her'; 'per' | It is pronounced like 'e' as in the English 'the'; 'these'; 'there' |
| Example: | Example: |
| emas – gold (e.mas) | énak – delicious |
| beras – rice (be.ras) | kakék – grandfather |
| dekat – near (de.kat) | soré – afternoon |
| pergi – go (per.gi) | béla – defer |
| sekarang – now (se.ka.rang) | sétan – ghost |

Vowel /o/ has two different sounds also.

| o | o |
|---------------------------------------------------------------------|------------------|
| The first one is like ‘old’ as in the English /o/ in ‘cold’; ‘bold’ | The second one |
| Example: | Example: |
| toko – shop (to.ko) | tonton – watch |
| orang – person (o.rang) | sombong – arro |
| obat – medicine (o.bat) | roti – bread (ro |
| kado – gift (ka.do) | tolong – help (t |
| perangko – stamp (pe.rang.ko) | bohong – lie (b |

The combination of /a/ and /i/ becomes a two-vowel sound or just one sound

Unfortunately, there is no way of knowing whether the combination of these two vowels becomes a one sound diphthong or just a two-vowel sound. You can only know it by much practicing and memorizing.

| Two- Vowel Sound | Diphthong |
|----------------------------------------|------------------------------------------|
| /a/ and /i/ is pronounced individually | Diphthong /ai/ is pronounced like the Er |
| Example | Example |
| air – water (a.ir) | pantai – beach (pan.tai) |
| main – play (ma.in) | bagaimana – how (ba.gai.ma.na) |
| lain – other (la.in) | selesai – finish (se.le.sai) |
| baik – well (ba.ik) | damai – peace (da.mai) |
| kain – cloth (ka.in) | capai – reach (ca.pai) |

A combination of /a/ and /u/ becomes a two-vowel sound or the diphthongs

| Two- Vowel Sound | Diphthong |
|----------------------------------------|-----------------------------------------|
| /a/ and /u/ is pronounced individually | Diphthong /au/ is pronounced like the E |
| Example | Example |
| haus – thirsty (ha.us) | harimau – tiger (ha.ri.mau) |
| daun – leaf (da.un) | engkau – you (eng.kau) |
| mau – want (ma.u) | kerbau – buffalo (ker.bau) |
| laut – ocean (la.ut) | pulau – island (pu.lau) |
| bau – smell (ba.u) | danau – lake (da.nau) |

A combination of /i/ and /a/; /i/ and /u/; /i/ and /o/; /u/ and /a/; /u/ and /i/ becomes a two-vowel sound.

| /i/ and /a/ | /i/ and /u/ | /i/ and /o/ | /u/ |
|------------------------|-------------------------|------------------------------|-----|
| dia (di.ia) – he/she | tiup (ti-iup) – blow | biola (bi.io.la) – violin | sua |
| biar (bi.iar) – let | cium (ci.iium) – kiss | kios (ki.ios) – kiosk | ku |
| liar (li.iar) – wild | siul (si.iul) – whistle | pionir (pi.io.nir) – pioneer | bu |
| tiang (ti.iang) – pole | liur (li.iur) – saliva | | tua |
| siang (si.iang) – noon | hiu (hi.iu) – shark | | du |

How Letter 'C', 'G', 'J' and 'R' are Pronounced

| | |
|----------------------------------------------------------------------------------|----|
| c | g |
| It is pronounced like the English /ch/ in 'cheese' and never as the /c/ in 'car' | It |
| cuci – wash | gi |
| cari – look for | gl |
| cucu – grandchild | ga |

/h/ is pronounced like the English /h/ in ‘hen’, ‘home’. This can occur in the initial, medial and final positions

| H in initial position | H in medial position |
|---------------------------------------------------------------------------|---------------------------------------------------------------------------|
| /h/ is pronounced clearly. In daily conversation it is optionally audible | /h/ is pronounced clearly. In daily conversation it is optionally audible |
| hujan – rain | mohon – request |
| hari – day | leher – neck |
| handuk – towel | sihir – witch |

bawa to bring saya bawa dia ke doktor. I brought him to the doctor.

bawah under di bawah meja ada kardus. Under the table there is a box.

bahwa that dia bilang bahwa mereka sudah pergi. He said that they have

Combination of Consonants

| | |
|-----------------------------------------------------------|--------------------------|
| ng | ng + g = ngg |
| It is pronounced like the English /ng/ in ‘sing’; ‘king’. | It is pronounced like th |
| ngantuk – sleepy | panggil – call |
| tangan – hand | tunggu – wait |
| datang – arrive | enggak – no (informal) |

| Indonesia | Meaning | Read as | Not |
|-----------|---------------|------------|------------|
| mengapa | why | me-nga-pa | meng-a-pa |
| mengerti | to understand | me-nger-ti | meng-er-ti |
| mengirim | to sent | me-ngi-rim | meng-i-rim |

Common Words

| English | Bahasa Indonesia (Indo |
|------------------------------------------------------|----------------------------|
| welcome | selamat datang |
| hello | (on the phone) selamat |
| how are you? i'm fine, thanks. and you? | apa kabar? (what news? |
| baik-baik saja, terima kasih. bagaimana dengan anda? | |
| long time no see | lama tidak berjumpa / l |
| what's your name? my name is ... | siapa nama anda? |
| nama saya ... | |
| where are you from? i'm from ... | anda berasal dari mana? |
| saya dari ... | |
| pleased to meet you | senang berjumpa / berte |
| goodbye goodbye till we meet again | selamat tinggal (you're |
| cheers/high five! | tos! |
| bon voyage | selamat jalan / semoga : |
| i don't understand | saya tidak mengerti / sa |
| please speak slowly | tolong pelan sedikit bic |
| please write it down | tolong tuliskan ini / tolc |
| do you speak indonesian? yes, a little | kamu bisa bicara bahas |

ya, sedikit

excuse me

thank you

response: you're welcome my pleasure

never mind / no need / is ok

good bye

say to someone blocking our way

sorry (small wrongs in gesture/manner)

sorry (big wrongs / offense actions)

to deflate praises

Peace be upon u

And Peace be upon u too

permisi (to get past) (re

terima kasih / terima ka

sama-sama; terima kasi

gak / tak-pa-pa

dah

permisi

maaf

memaafkan saya

terima kasih, al.ham.du.

As.sa.lam.mu.a.lai.kum

Wa.a.lai.kum.sa.lam (th

Lesson 4: THE RIGHT KNOWLEDGE

(Indo 7)

RECAP

| Summary of Pronunciations | | | | |
|---------------------------|------------------------------|-------------------------------------------|----------------------------------|-----------------------------------------------|
| 1 | 2 | 3 | 4 | 5 |
| All cons: A to Z | All vowels: a, e, i, o, u | Vowel comb: ai, au, ia, io, iu, ua, ui | 5 Special cons: c, g, j, r, h | 5 unique comb: ng ngg ny sh kh |

cons = consonants
comb = combinations

TABLE UPDATED

How do you break up these words for pronunciation?

| | | |
|--------------|--------------|--------------|
| mengobati | mendapatkan | menggantung |
| | | |
| mengirim | mengagumi | mengungkap |
| | | |
| menyebutkan | mengingatkan | memesan |
| | | |
| membangun | mengucapkan | menyampaikan |
| | | |
| mengharapkan | memasang | menentukan |
| | | |

TIPS to be accepted as a part of Indo

3. Merdeka (independence)

When someone shouts this word, u must try to feel the passion and power the word brings to that person. A deep conviction of the belief that the victory Indonesia has gain over her enemies, through blood shed and lives lost by soldiers fighting to free this country.

Dutch (Netherlands) = Belanda

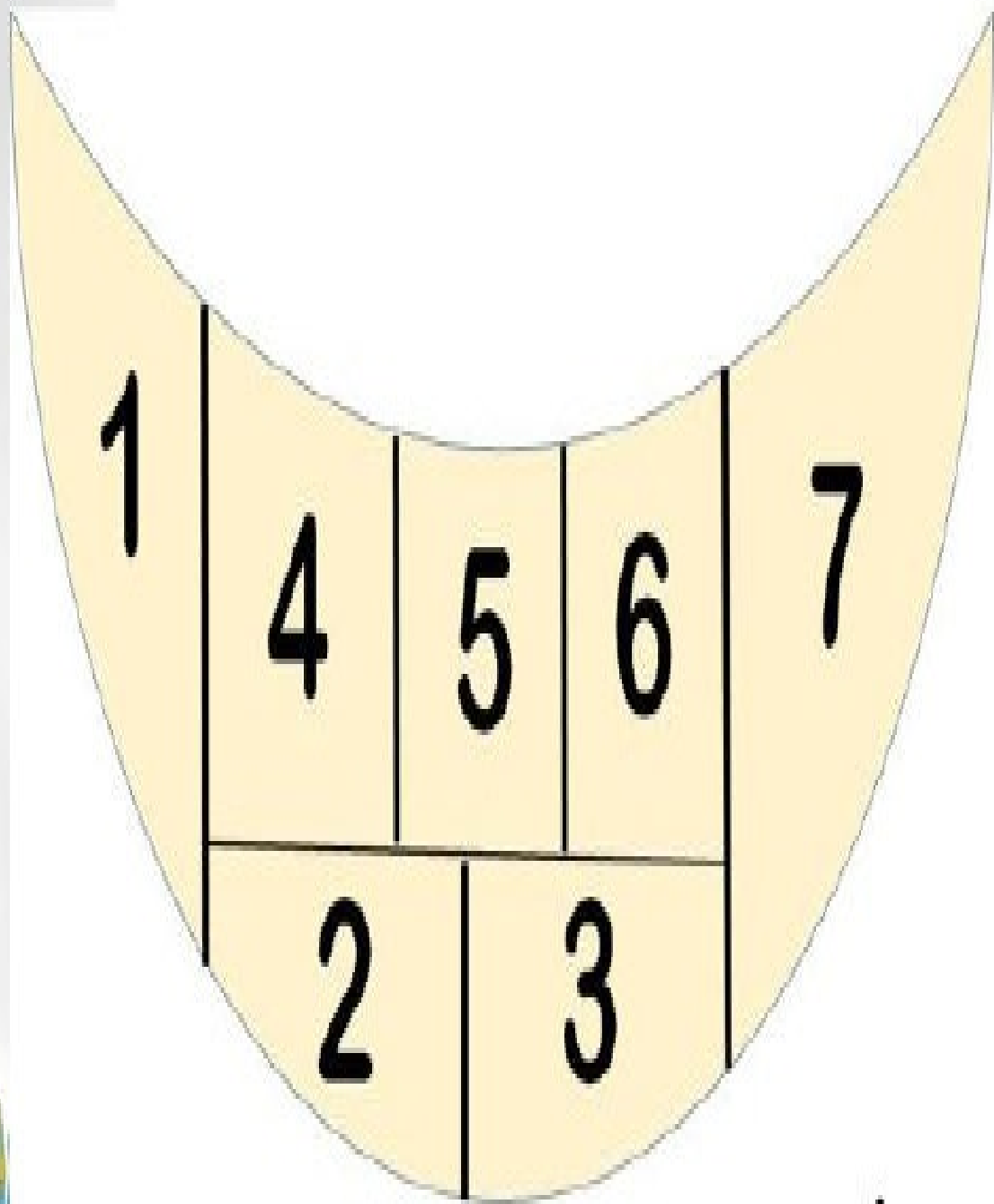
The Indo 7

GEOGRAPHICAL LOCATION OF INDONESIA



Note:

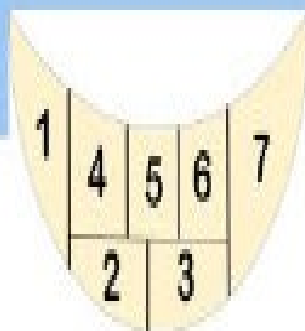
By being able to display your knowledge of Indonesia will greatly impress the locals because some of them may not even know this as much as what you are learning today.



Note:

To facilitate easy retention and memorizing, the island of Indonesia is spread out across the globe like a sleeping moon crescent, divided as accordingly.

The Indo 7



The Indo 7: 7 major parts of Indonesia



| Sno | Geographical location |
|-----|-----------------------|
| 1 | Sumatera |
| 2 | Java |
| 3 | Nusa Tenggara |
| 4 | Kalimantan |
| 5 | Sulawesi |
| 6 | Maluku |
| 7 | Papua |

Know at least 1 thing from each part.

The Indo 1

= Sumatera



1. Name of ACEH
(door way to the middle east)

A = Arabs

C = Chinese

E = Europeans

H = Hindus

2. Medan = Business minded Chinese

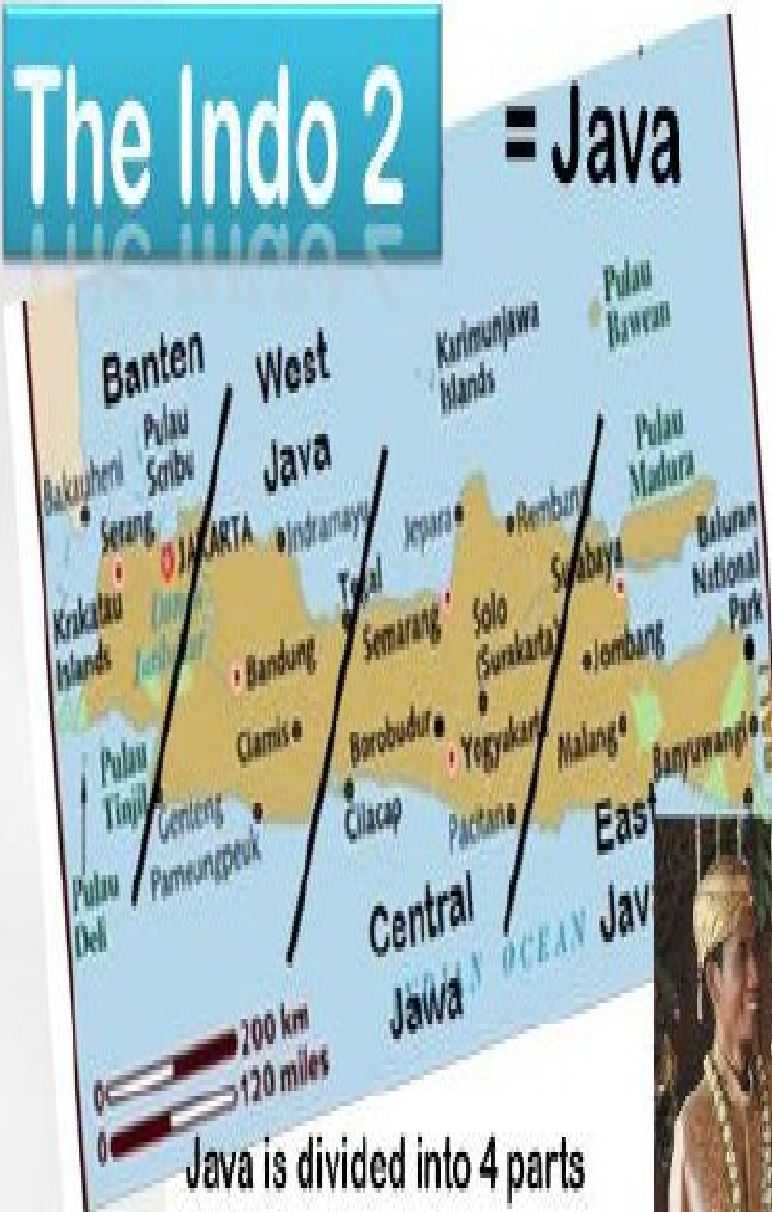
3. Padang people = (nasi padang)

4. Riau Islands = nearest Indonesian
Island to Singapore → Batam



The Indo 2 = Java

Contain **60%**
of the total
population
of Indonesia



Java is divided into 4 parts

- a) Banten (Jakarta)
 - b) West of Java = Sundanese (20%)
 - c) Central of Java
 - d) East of Java
- } Javanese (40%)



The Indo 3 = Nusa Tenggara

Bali, tourist
attraction,
dominated
by
non-muslim



The Indo 4

= Kalimantan

Indonesian Chinese who are not so wealthy.

Descendants from once suspected communists.

Very unique taste here, eat bats, dogs, snakes, monkeys etc



agens big change
agemega
Indonesia

The Indo 5

= Sulawesi

Most famous Village is the
Torajan Village.

You can find the Walking
dead.



gemega
Kecamatan Liliwani Indonesia

The Indo 6

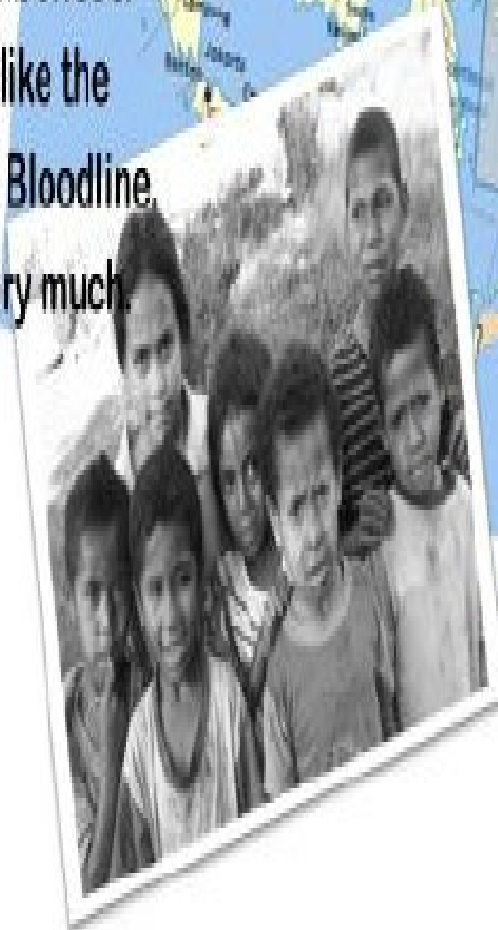
= Maluku

Greatly influence by the Europeans and the Portuguese. Majority of the population are Catholics.

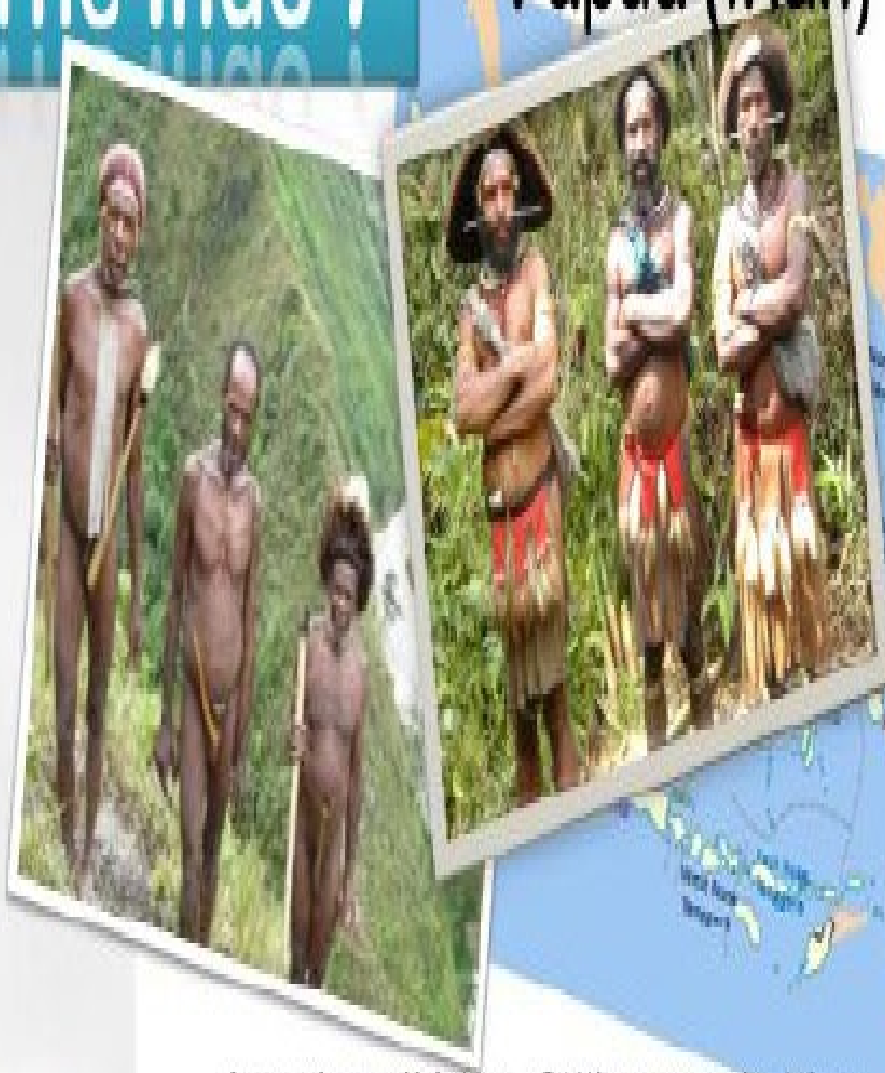
Especially among the Ambonese.

These people look quite like the African with Portuguese Bloodline.

Surfers like this place very much.



The Indo 7 = Papua (Irian)



Locals call Irian. Still very primitive.
With such a big and spacious island.
Only has a population of 750,000.



Learning Outcome:

Purpose of this Session is to

Build Confidence: (5mins)

1. Avoid common mistake ✓

2. To be easily accepted by local ✓

3. Display knowledge of Indonesia

1. Geographically ✓

2. Characteristic ✓



Lesson 5: THE RIGHT GRAMMAR: VERBS

TIPS to be accepted as a part of Indo

4. Let the local deals with the local Ask for their opinion

Do not try to be on the front line/front end. Try to lay a low radar in Indonesia, even if u have the best knowledge or best system to a problem, u must let the local deals or solve the problem as how the locals choose to solve, especially when there is no out-payment from your end. Do not try to “sell” them your ideas, ask for their views and incorporate into your ideas before proposing. Success rate is always higher.

Business / Personal TIPS

Bank

1. OCBC (Sgp) (NISP-OCBC)



For Singaporeans, highly recommend to open an OCBC account. You can directly withdraw money from the OCBC-NISP atms across Indonesia. For local business purpose, the local BCA Bank is widely used for business transaction.

Examples of the usage of the Indonesian language:

Throughout the training:

1. Verbs → Kata **Kerja** (KK)

(‘**working**’ words)

2. Adjectives → Kata **Sifat** (KS)

(‘**character**’ words)

3. Nouns → Kata **Benda** (KB)

(‘**things**’ words)

• PART 2 JENIS KATA KATA

TYPES OF WORDS



VERBS IN BHS INDONESIA

1. No “tenses” problem

There is no past tense, present tense, future tense, or any other tenses in Mandarin. Exact words are used to indicate time factor.

Example: Present Continuous Tense

I am **eating**. =

saya **sedang makan** (formal)

saya **lagi makan** (common/informal)

| In English | In bhs Indonesia | |
|-------------------|------------------|---------------|
| Verb + ing | sedang | + Verb |
| | lagi | |

Note: word sequencing of lagi

“lagi” can also be used to mean “again” as in
“*ulang lagi*” (repeat again) and “more” as in
“*tambah lagi*” (add more)

lagi + (verb) = “ing”

(verb) + lagi = to repeat or to do the
action again

Eg.

Silakan makan lagi Please eat some more

Kami lagi makan We are eating

VERBS IN BHS INDONESIA

2. No regular or irregular verbs

A verb is a verb. It does not have any regular or irregular form

| In English | Regular Verb | Irregular Verb | |
|------------------|--------------|----------------|-------|
| V1 | walk | eat | go |
| V2 | walked | ate | went |
| V3 | walked | eaten | gone |
| Bhs Indonesia | jalan | makan | pergi |

VERBS IN BHS INDONESIA

3. No “Vs” or “V-ing” form

Law of Agreement does not apply here. The participial form (V+ing) does not exist in bhs Indonesia.

Example:

They **walk** to school.

We **go** to work.

Mereka **berjalan** ke sekolah

Kami **pergi** kerja.

He **walks** to school.

She **goes** to work.

Dia **berjalan** ke sekolah

Dia **pergi** kerja.

He is **walking** to school.

Dia **sedang berjalan** ke sekolah

(verb) to (place) = ke (name of the place)

(verb) to (verb) = do not need to use “ke” inbetween

when we are trying to express the terms “coming” and “going”, we must look at the situation to determine which term to use:

sedang + (verb)

or ***mau* + (verb)**

doer is doing the action

doer is about to do the action

Example:

I am **coming** now.

Sekarang saya sedang ke sana.

1

Sekarang saya mau ke sana.

2

I am **going** to the market.

Saya sedang ke pasar. (in the car, on the way)

Saya mau ke pasar. (at home, putting on shoes)

Apply Time Indicators

Sentence structure

I ate a big fish. (con. English)

2 hours ago, I eat a big fish. (con. Bahasa Indonesia)

2 hours ago (time indicator)

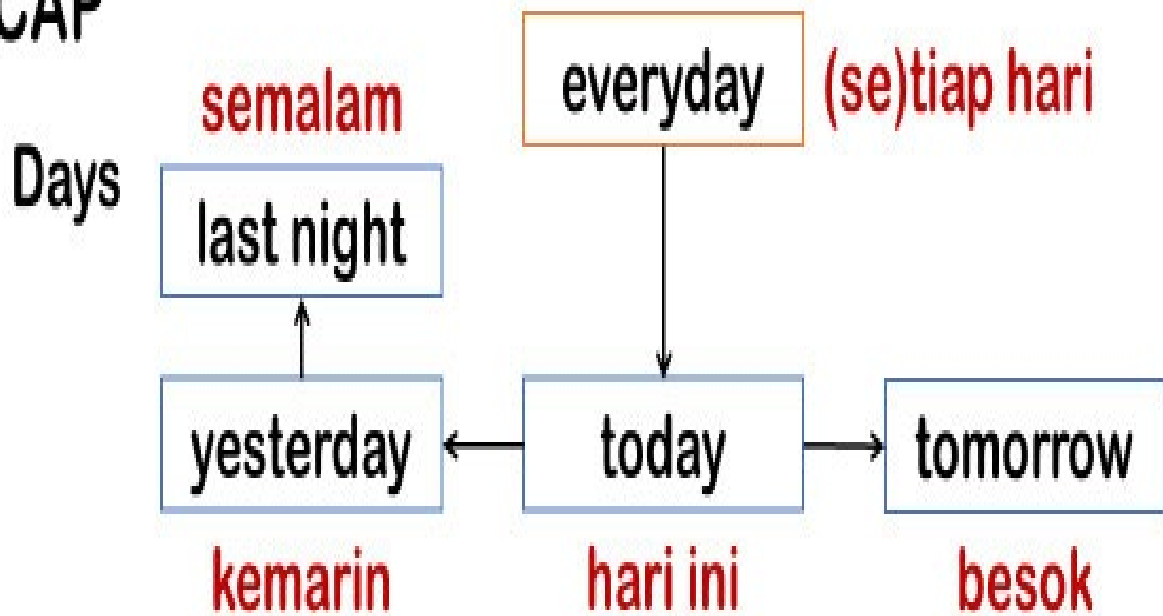
**dua jam yang lalu,
saya makan ikan yang besar.**

I eat fish that is big (event)

In bhs Indonesia, the **time indication** is usually placed in front of a sentence.

| English | Bhs Indoneisa |
|-----------------------------------------|-------------------------------------------------|
| Three days ago I ate fish. | Tiga hari yang lalu, saya makan ikan. |
| Three days later I will be eating fish. | Tiga hari kemudian, saya pasti akan makan ikan. |
| I am eating fish now. | Sekarang saya lagi makan ikan. |
| I just ate fish. | Saya baru makan ikan. |
| I was eating fish just now. | Tadi saya sedang makan ikan. |
| I was eating fish last night. | Semalam saya sedang makan ikan. |

RECAP



Moments



• PART 1

Cultures



IME

Cultural Practices

* Hand manners

- eat with your right hands, pass things with your right hand.
- apologize if you have to pass things with your left hand.



* Moving in front of / across people

- put out your right hand like doing a handshake
- but do not fully extend the arm
- bend your body a little and do a little head nod as you pass-by
- good to say "permisi" (please excuse me) as you pass-by



* Islamic greeting:

greet: as.sa.lam.mu.a.lai.kum (peace be upon u)

answer: wa.a.lai.kum sa.lam (peace be upon u too)



* Clothing

- batik can be for all occasions.
- especially for official events, to wear a piece of good priced batik will show respect to the host and the event.



4. Using to-be-verbs: used in 4 situations:

| Personal Nouns | To-be-verbs | usage |
|--------------------------------------|----------------------------|-------------------|
| I, you, he, she, it we, you, they | am, is , are, was, were | v+ing |
| | | noun / occupation |
| | | adjectives |
| | | passive form |

Examples:

(verb) I **am** working... Saya **sedang** bekerja...

(noun) I **am** **a** teacher. Saya **adalah** **seorang** guru.

(adjective) I **am** hungry. Saya **lapar**.

(passive) I **was** **bitten by** a dog.

Saya **digigit oleh** seekor anjing (formal)

Saya **digigit** anjing (informal)

↑
Classifier
or
Measure
word

5. Using other tenses:

Examples:

I **have (already) eaten**. saya **sudah makan**

I **have ever eaten**... saya **pernah makan**

I **have been eating**... sampai sekarang saya
(Until now I still eat...) masih **makan** or

(All this while I still eat...) selama ini saya masih
makan

I **shall eat**... **akan** saya **makan**

I **will be eating**... saya **(pasti) akan makan**

RECAP

TENSES TABLE

| | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>(perfect tenses) has/have (already) eaten saya <i>sudah</i> makan ever eaten saya <i>pernah</i> makan</p> | <p>(past tense) Yesterday I ate Time in the past (kemarin) + saya makan</p> | <p>(present tense) Today I eat Time of the present (hari ini) + saya makan</p> | <p>(future tense) next week will eat / shall eat Time of the future (minggu depan) + akan saya makan</p> |
| <p>past / present perfect continuous I have been eating sampai sekarang or selama ini saya masih makan</p> | <p>past continuous last night I was eating Time in the past (semalam) + saya sedang / lagi makan</p> | <p>present continuous Now I am eating Time of the present (sekarang) + saya sedang / lagi makan</p> | <p>future continuous 2 days later I will be eating Time of the future (dua hari kemudian) + saya (pasti) akan makan</p> |

Lesson 6: THE RIGHT APPOINTMENT

(Numbers, Dates & Time)

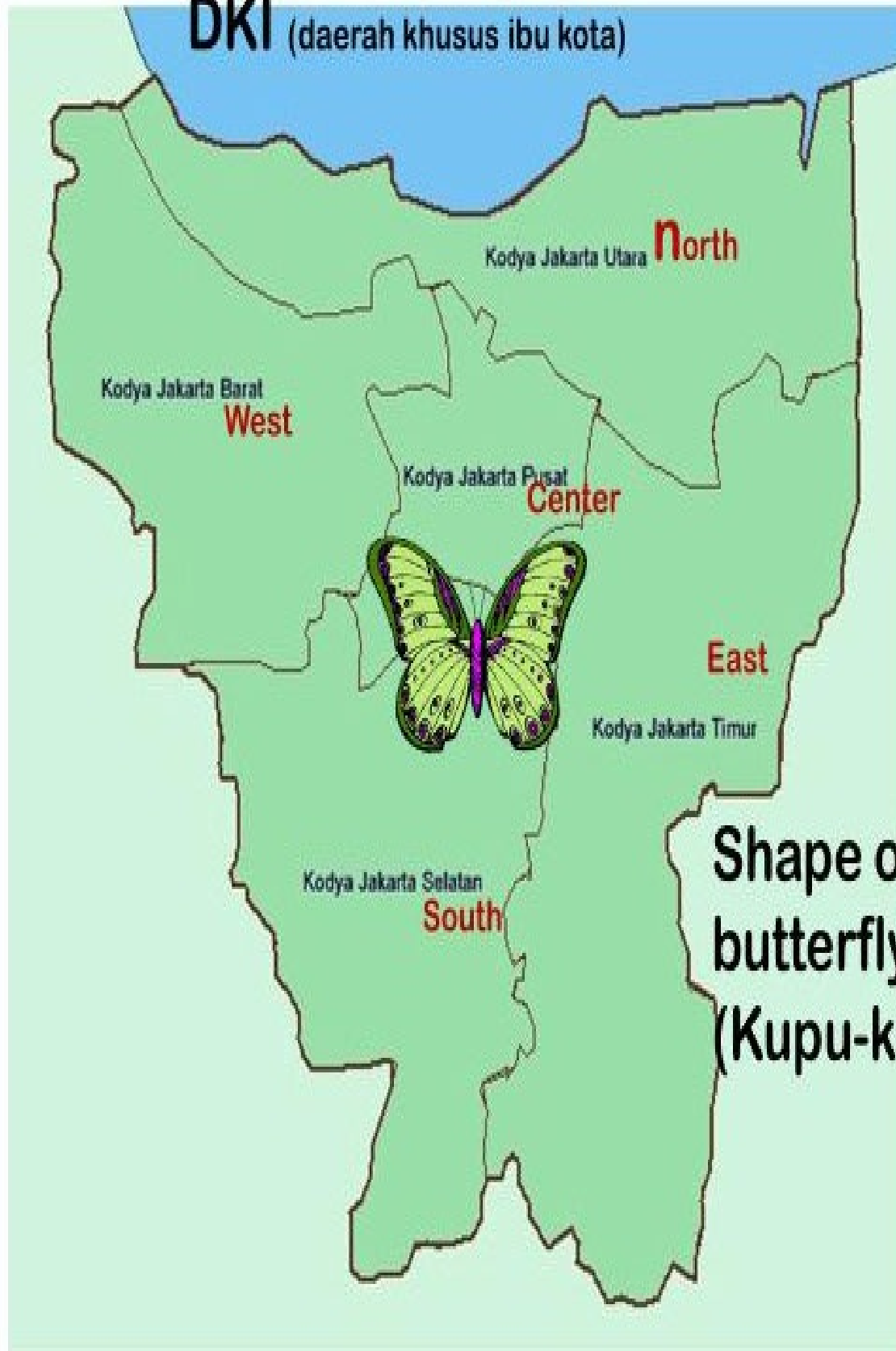
TIPS to be accepted as a part of Indo

5. DKI (daerah khusus ibu kota)

Jabodetabek

Jakarta officially known as the **Special Capital Region of Jakarta** (*Daerah Khusus Ibu Kota Jakarta*), is the capital and largest city of Indonesia. Jakarta is the country's economic, cultural and political centre, and with a population of 10.2 million as at 2015, it is said that the population will be limited to 12 million. But reliable source is saying population is now standing at 13million. The official metropolitan area, known as Jabodetabek (a name formed by combining the initial syllables of Jakarta, Bogor, Depok, Tangerang and Bekasi).

DKI (daerah khusus ibu kota)



**Shape of a
butterfly!
(Kupu-kupu)**

Locals usually use the term DKI to refer to Jakarta in a formal way.

Super - **S**uper

ET carrying a

PC driving a

BM**W** heading towards the

United **N**ation



**Use the above story to remember the 4 + 1 directions in Bahasa
Indonesia**

3. Fill in the English

4. Final Test : the Directions

Selatan

South

East

Timur

Pusat

Central

Barat

West

Utara

North



Match the letters for remembrance

Jabotabek = Ja.bo.ta.bek

Jabodetabek = Ja.bo.de.ta.bek

Jakarta

Bogor

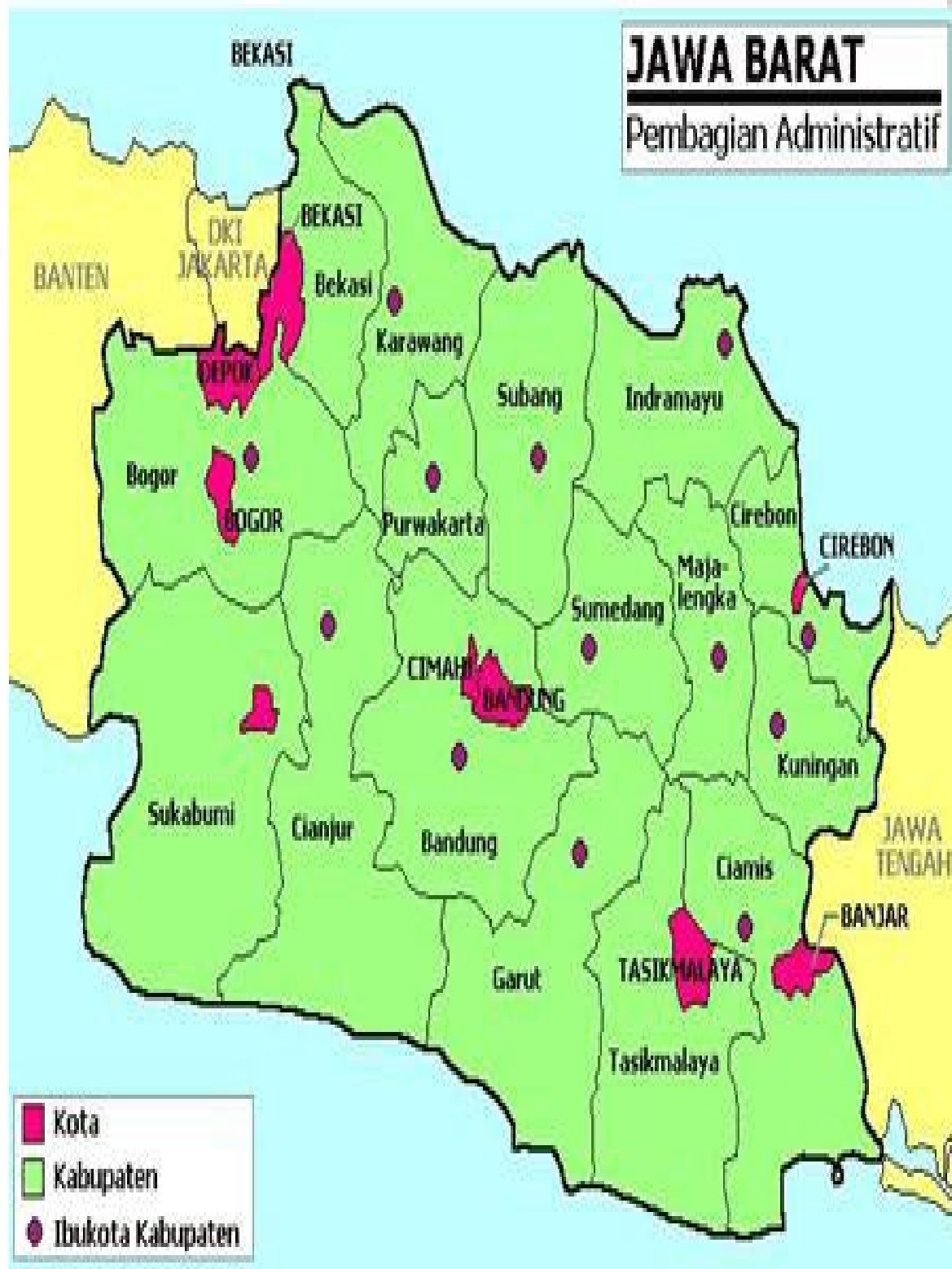
Depot

Tangerang

Bekasi



We need to know what and where Jabodetabek is. Delivery cost in this region is usually waived.



This map shows the awaiting business potential of the whole of Indonesia. We are only looking at Jakarta compared to the West of Java.

Below are the numerals in Indonesia

Make sure you commit 0 to 10 into your memory first.

| | |
|----|--------------------|
| 0 | <i>nol, kosong</i> |
| 1 | <i>satu</i> |
| 2 | <i>dua</i> |
| 3 | <i>tiga</i> |
| 4 | <i>empat</i> |
| 5 | <i>lima</i> |
| 6 | <i>enam</i> |
| 7 | <i>tujuh</i> |
| 8 | <i>delapan</i> |
| 9 | <i>sembilan</i> |
| 10 | <i>sepuluh</i> |

Below are the numerals in Indonesia

Figures from 11 to 19 (.....teen), we use the term “**belas**”

Take note of the spelling to issue checks correctly

One is represent by “satu” or “se-”

| | |
|----|-----------------------------|
| 11 | <i>sebelas</i> |
| 12 | <i>duabelas</i> |
| 13 | <i>tigabelas</i> |
| 14 | <i>empatbelas</i> |
| 15 | <i>limabelas</i> |
| 16 | <i>enambelas</i> |
| 17 | <i>tjuhbelas</i> |
| 18 | <i>delabanbelas</i> |
| 19 | <i>sembilanbelas</i> |

Take note: must write as one word

Below are the numerals in Indonesia

For figures in the tens(.....ty), we use the term “**puluh**”

Take note of the spelling to issue checks correctly

One is represent by “satu” or “se-”

| | |
|----|------------------------------|
| 10 | <i>sepuluh</i> |
| 20 | <i>dua puluh</i> |
| 30 | <i>tiga puluh</i> |
| 40 | <i>empat puluh</i> |
| 50 | <i>lima puluh</i> |
| 60 | <i>enam puluh</i> |
| 70 | <i>tujuh puluh</i> |
| 80 | <i>delapan puluh</i> |
| 90 | <i>sembilan puluh</i> |

Take note: except for ten, the rest must be written as two separate words

Below are the numerals in Indonesia

| For 100 (hundred), we use the term "ratus" | |
|--------------------------------------------|-----------------------|
| 100 | <i>seratus</i> |
| 200 | <i>dua ratus</i> |
| 300 | <i>tiga ratus</i> |
| 400 | <i>empat ratus</i> |
| 500 | <i>lima ratus</i> |
| 600 | <i>enam ratus</i> |
| 700 | <i>tujuh ratus</i> |
| 800 | <i>delapan ratus</i> |
| 900 | <i>sembilan ratus</i> |

Take note: except for one hundred, the rest must be written as two separate words

Below are the numerals in Indonesia

| | |
|---------------------------------------------------------------|----------------------|
| For 1000 (thousand), we use the term “ <i>ribu</i> ” | |
| 1000 | <i>seribu</i> |
| 2000 | <i>dua ribu</i> |
| 3000 | <i>tiga ribu</i> |
| 4000 | <i>empat ribu</i> |
| 5000 | <i>lima ribu</i> |
| 6000 | <i>enam ribu</i> |
| 7000 | <i>tujuh ribu</i> |
| 8000 | <i>delapan ribu</i> |
| 9000 | <i>sembilan ribu</i> |
| 10.000 | <i>sepuluh ribu</i> |
| Note the usage of a full-stop as a divider instead of a comma | |

Take note: except for one thousand, the rest must be written as two separate words

Below are the numerals in Indonesia

| Now for the monetary units in bhs indonesia | |
|---------------------------------------------|---------------------------|
| 10 | <i>(tens) puluh</i> |
| 1X | <i>___ belas</i> |
| 100 | <i>(hundreds) ratus</i> |
| 1000 | <i>(thousand) ribu</i> |
| X0.000 | <i>X puluh ribu</i> |
| X00.000 | <i>X ratus ribu</i> |
| X.000.000 | <i>(million) juta</i> |
| X.000.000.000 | <i>(billion) milyar</i> |
| X.000.000.000.000 | <i>(trillion) trilyun</i> |



INDONESIA CURRENCY

| ENGLISH | INDONESIA |
|----------------------|------------------------|
| 50 silver (coins) | lima puluh perak |
| 100 silver | seratus perak |
| 200 silver | dua ratus perak |
| 500 silver | lima ratus perak |
| 1000 silver | seribu perak |
| 1000 dollars (notes) | seribu rupiah |
| 2000 dollars | dua ribu rupiah |
| 5000 dollars | lima ribu rupiah |
| 10.000 dollars | sepuluh ribu rupiah |
| 20.000 dollars | dua puluh ribu rupiah |
| 50.000 dollars | lima puluh ribu rupiah |
| 100.000 dollars | seratus ribu rupiah |
| 1.000.000 dollars | sejuta rupiah |

Numeral Figures

| | |
|------------------------------|--------------------------------------------------|
| Rp 800 | delapan ratus perak |
| Rp 1500 | seribu lima ratus rupiah |
| Rp 650.000 | enam ratus lima puluh ribu |
| Rp 1.500.000 | sejuta lima ratus ribu / satu setengah juta |
| Rp 1.750.500 | satu juta tujuh ratus lima puluh ribu lima ratus |
| Rp 4.500.900 | empat setengah juta sembilan ratus rupiah |
| Rp 32.275.000 | tiga puluh dua juta dua ratus tujuh puluh lima |
| 371,45 (decimal = “comma”) | tiga ratus tujuh puluh satu comma empat lima |
| 67,45143 (decimal = “comma”) | enam puluh tujuh comma empat lima satu em |

Note: any amount below 1000 is known as “perak”. Only amounts above 1000 we use the unit “rupiah”

Rp 2.574.900

1st step: say/write it out in English

Two million five hundred seventy four thousand nine hundred rupiah

2nd step: translate into Bahasa Indonesia

Two million five hundred seventy four thousand nine hundred rupiah

dua juta lima ratus tujuh puluh empat ribu sembilan ratus rupiah

Note: highly recommended for beginners to start with this

| | Usage |
|------------------|-------------------------------------------------------------------|
| numbers | satu, dua , tiga, empat, lima..... (one, two, three, four, five.. |
| ranking | pertama, kedua, ketiga, keempat... (first, second, third, fourth |
| quantity (MW) | se(mw), dua(mw) , tiga(mw)..... (a(mw), two(mw), three(m |
| round | ronde (satu, dua , tiga, empat, lima.....) (round one, round tw |
| official numbers | nomor (satu, dua , tiga, empat, lima.....)(number one, numb |

| Common Words | Indonesia |
|--------------|-----------|
| day | hari |
| morning | pagi |
| night | malam |
| date | tanggal |
| week | minggu |
| month | bulan |
| year | tahun |
| time | waktu |

hari ini hari apa? = what is the day today?

| Day | Hari | VERY IMPORTANT | |
|-----------|--------|-----------------|--------------|
| MONDAY | Senin | Monday night | malam Selasa |
| TUESDAY | Selasa | Tuesday night | malam Rabu |
| WEDNESDAY | Rabu | Wednesday night | malam Kamis |
| THURSDAY | Kamis | Thursday night | malam Jum'at |
| FRIDAY | Jum'at | Friday night | malam Sabtu |
| SATURDAY | Sabtu | Saturday night | malam Minggu |
| SUNDAY | Minggu | Sunday night | malam Senin |

Note: Monday night is referred to as the night of Tuesday. Indonesians start a new day at night. (after 6pm)

| DAY | hari | NIGHT | malam |
|-------------------|----------------------|---------------------|------------------|
| yesterday | kemarin | last night | semalam, tadi ma |
| today | hari ini | tonight | malam ini |
| tomorrow | besok | tomorrow night | besok malam |
| no. of days ago | _____ hari yang lalu | no. of nights ago | _____ malam yar |
| no. of days later | _____ hari kemudian | no. of nights later | _____ malam ker |

| MORNING | | pagi |
|----------------------|-------------------------|---------------------------------------|
| this morning | (morning has past) | tadi pagi |
| this morning | (still in the morning) | pagi ini |
| later in the morning | (morning still to come) | nanti pagi |
| WEEK | Minggu | |
| last week | minggu yang lalu | Question: Minggu yang ke berapa? |
| this week | minggu ini | |
| next week | minggu depan | Answer: Minggu yang kelima. (5 weeks) |
| no. of weeks ago | ___ minggu yang lalu | |
| no. of weeks after | ___ minggu kemudian | |

Note: study the pattern, anything “ago” use the term “yang lalu”.

Anything “after/later” use the term “kemudian”. This later is not the later as in “I will call you later”. This later is “nanti”. For any reference to time, eg. 5 days later, 3 hours later, we need to use “kemudian”.

Question: Bulan yang ke berapa? (the number how many month?)

Answer: Bulan yang kelima. (the fifth month)

Question: Bulan apa? (the what month?)

Answer: Bulan Maret (the month of March)

| | | |
|-------|-------|-------|
| month | bulan | month |
|-------|-------|-------|

| | | |
|---------|---------|------|
| JANUARY | Januari | JULY |
|---------|---------|------|

| | | |
|----------|----------|--------|
| FEBRUARY | Februari | AUGUST |
|----------|----------|--------|

| | | |
|-------|-------|-----------|
| MARCH | Maret | SEPTEMBER |
|-------|-------|-----------|

| | | |
|-------|-------|---------|
| APRIL | April | OCTOBER |
|-------|-------|---------|

| | | |
|-----|-----|----------|
| MAY | Mei | NOVEMBER |
|-----|-----|----------|

| | | |
|------|------|----------|
| JUNE | Juni | DECEMBER |
|------|------|----------|

Question: Tahun yang ke berapa? (the number how many year?)
 Answer: Tahun yang kelima. (the fifth year)
 Question: Tahun berapa? (the which year?)
 Answer: Tahun dua ribu sebelas (the year 2011)

| MONTH | Bulan | YE |
|---------------------|---------------------|-----|
| last month | bulan yang lalu | las |
| this month | bulan ini | thi |
| next month | bulan depan | ne |
| no. of months ago | ___ bulan yang lalu | no. |
| no. of months after | ___ bulan kemudian | no. |

| Year | tahun berapa? = year how many? |
|----------------------------------|--------------------------------------------|
| 19 63 | Tahun sembilanbelas enampuluh tiga |
| 2008 | Tahun dua ribu delapan |
| 20 10 | Tahun dua puluh sepuluh / dua ribu sepuluh |
| Date | tanggal berapa? = date how many? |
| 23rd July 2010 | Tanggal dua puluh tiga Juli tahun dua ribu |
| Monday morning, 6th May | Hari Senin pagi, tanggal enam Mei |
| Tuesday 4.35pm, 17th August 2011 | Hari Selasa sore jam empat tiga puluh lima |

Time

Indonesia uses 24-hour time format (in the written language), so use jam 20 instead of 8 pm.

Because Indonesia is so large there are three time zones:

1. West: Sumatra, Java and surroundings (Waktu Indonesia Barat WIB);
2. Central: Bali and surroundings (Waktu Indonesia Tengah WIT); and
3. East: Papua and surroundings (Waktu Indonesia Timur WITA).

Each zone differs from the next by 1 hour.

NOTE:

In spoken Indonesian, 12 hour format is preferred to use and adding the time indicator after it.

1st rule: 15 mins rule

2nd rule: 30 mins rule

Tell time:

Part of the Day + jam + (time)

Unless: (optional)

| | | |
|--------------------|---|-----------------------------|
| Exact hours | } | 2 o'clock : |
| | | siang jam dua (siang) |
| Half hours | } | 8:30pm : malam jam setengah |
| | | delapan (malam) |

Common terms

| TIME | |
|-------------------------------------|-----------------------------------|
| <i>Hour</i> | <i>jam</i> |
| <i>Minute</i> | <i>menit</i> |
| <i>Seconds</i> | <i>detik</i> |
| <i>3 o'clock</i> | <i>jam tiga (jam comes first)</i> |
| <i>3 hours</i> | <i>tiga jam (jam comes later)</i> |
| <i>5 minutes</i> | <i>lima menit</i> |
| <i>5 seconds</i> | <i>lima detik</i> |
| <i>seperempat (se.prap.pat)</i> | <i>1 / 4 = a quarter</i> |
| <i>setengah</i> | <i>1 / 2 = half</i> |

Note: A quarter is read as “se.prap.pat”. Be careful with sequence of the word
“jam”

15 minutes Rule

within last 15 mins

within first 15 mins



jam
sembilan
kurang
lima menit

jam
lima
lebih
lima menit

kurang
(less)

lebih / lewat
(more / pass)

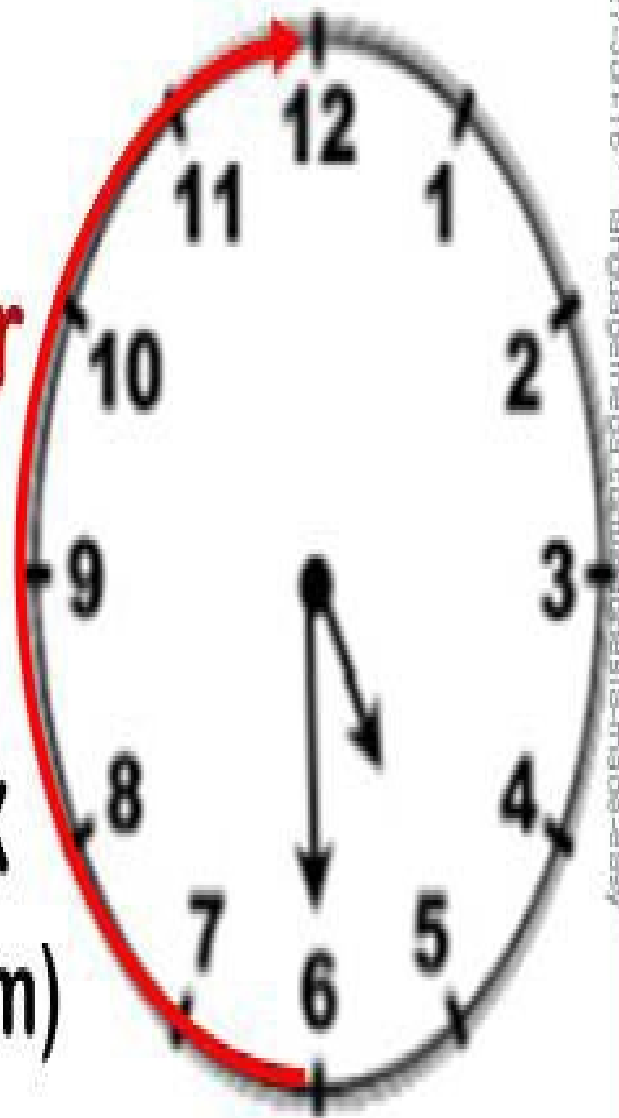
Note: if minute hand falls in the last 15 mins, must round up to next hour and minus the minutes. (see explanation later)

30 minutes Rule

30 mins rule

30 mins to
NEXT hour

Half to six
(setengah enam)



Note: Unlike in English where 5.30pm is “half pass five”, Indonesia always point towards the next hour and use the format “half to six”

| Time | Jam berapa? = time how many?(What time?) |
|--------------------------------|---------------------------------------------------|
| 2.15PM | siang jam dua lima belas menit or siang jam dua l |
| *3.05AM (more explanation) | ***pagi jam tiga lewat / lebih lima menit (3 am p |
| 7.50PM | ***malam jam delaban kurang sepuluh menit (8 |
| 11.45AM | ***siang jam duabelas kurang seperempat |
| 4.30PM | sore jam setengah lima (evening half to five) |
| 1500HRS | Don't use this format siang jam tiga |
| *After midnight | |
| stay awake till that time | 2.00am |
| slept and wake up at that time | pagi jam dua |

*** note the usage of the 15 minutes before and after that particular hour.

When the time falls within the first 15 minutes, we have to use the term “lebih” (more), and when the time falls within the last 15 minutes of that hour (see example 3.05am), we will bring the hour forward and “kurang” (less) the amount of minutes towards the next hour (see example 7.50pm).

Also note: the time reference after midnight. This is for the indication of whether the speaker had enough of sleep.

Common Conversational Phrases: Small Talks

| English | Indonesia |
|------------------------------------------------|--------------------------------|
| What's your name? | nama ibu siapa? siapa namanya |
| English | Indonesia |
| My name is John/I am John | nama saya john |
| Where are you from, sir? | bapak dari mana asalnya? |
| I am from England | saya dari inggris |
| I just came from America | saya baru datang dari amerika |
| I don't understand (speak) Indonesian language | saya tidak mengerti bahasa ind |
| Are you married? | bapak/ibu sudah menikah? |

How many children do you have?

I have two boys and 1 girl.

How old is your eldest?

My eldest is already eight years old.

How old are you?

I am 35 years old.

Where do you live / stay?

I live in Jurong. I stay in the West of Singapore.

Where do you work? What do you do?

I am in the finance related sector.

How long have you been in Indonesia?

I have been here for the past 3 days.

Which hotel are you staying?

I stayed in the Pan Pacific Hotel.

How long will you be staying in Indonesia?

I plan to stay a week here.

I plan to stay another week here.

How much is the taxi cost?

berapa putranya?

putra dua, putri satu saya.

yang paling besar umur berapa?

anak tertua sudah delapan tahun

usia bapak berapa?

usia saya tiga puluh lima tahun

tinggalnya di mana?

saya tinggal di daerah Jurong.

kerja di mana? kerja apa?

saya di bidang keuangan.

sudah berapa lama di Indonesia?

saya sudah 3 hari di Indonesia

hotel mana yang ditempati?

saya tinggal di hotel Pan Pacific

berapa lama akan tinggal di Indonesia?

rencana saya satu minggu lagi

rencana saya satu minggu lagi

ongkos taksi berapa?

Lesson 7: THE RIGHT WORD: Verbs (Affixes)

TIPS TO NATURALIZE BAHASA INDONESIA

HAVE FUN WITH IT

Using your new language in any way is a creative act.

1. Ask yourself by calling out the name of today's day in the language when you wake up in the morning.
2. Look at the clock and say the time in the language you are learning.
3. Counting 1 to 10 whenever you find time while travelling or walking from point A to B.
4. Name at least one of your body parts when you look into the mirror every morning.
5. Find out the name of every object that you happen to hold in the course of the day in the language you are learning.
6. Look at your food every time when you have lunch and ask the ingredients in it and try to describe the taste.
7. Set your eyes on anyone and try to describe his or her actions or anything related to that person.

Use these tables for remembering words:

| | | | |
|--------------------------------|----------------------------|---------------------|-------------------------------------------|
| everyday | <i>(se)tiap hari</i> | have | <i>sudah</i> |
| continous tense (v+ing) | <i>sedang, lagi (verb)</i> | have already | <i>sudah</i> |
| later | <i>nanti</i> | have ever | <i>pernah</i> |
| now | <i>sekarang</i> | have been | <i>selama ini / sampai sekarang masih</i> |
| just | <i>baru (verb)</i> | will / shall | <i>akan</i> |
| just now | <i>tadi</i> | will be | <i>pasti akan</i> |



A. tenses related

| day (hari) | yesterday | today | tomorrow | ...days ago | ...day after |
|-------------------------|-----------------------|-------------------|-----------------------|---------------------------|--------------------------|
| | <i>kemarin</i> | <i>hari ini</i> | <i>besok</i> | <i>...hari yang lalu</i> | <i>...hari kemudian</i> |
| night (malam) | last night | tonight | tomorrow night | ...nights ago | ...nights after |
| | <i>semalam</i> | <i>malam ini</i> | <i>besok malam</i> | <i>...malam yang lalu</i> | <i>...malam kemudian</i> |
| | last | this | next |ago |after |
| week (minggu) | <i>minggu kemarin</i> | <i>minggu ini</i> | <i>minggu depan</i> | <i>... yang lalu</i> | <i>... kemudian</i> |
| month (bulan) | <i>bulan kemarin</i> | <i>bulan ini</i> | <i>bulan depan</i> | <i>... yang lalu</i> | <i>... kemudian</i> |
| year (tahun) | <i>tahun kemarin</i> | <i>tahun ini</i> | <i>tahun depan</i> | <i>... yang lalu</i> | <i>... kemudian</i> |

A. KK (KATA KERJA) & AFFIXES



**VERBS &
AFFIXES**

How to identify Verbs?

The general rule:

1. to identify if the word is a verb is by looking at the *affix family* that is attached to the root word
2. the *affix family* usually used by verbs is the “me-” family
3. the other *affix family* used by verbs is the “ber-” family, but this affix is used only to certain words as verbs in Indonesia.

The trick in Verbs:

➔ To determine which different “me-” family is to be used, the trick lies in the first letter of the root word of the verb in bahasa Indonesia.

Example:

Speak **ber**bicara

Touch **meny**entuh

Step **meng**injak

Search **menc**ari

The “me-” family is used when we use a subject and a verb in bahasa Indonesia. (the person doing an action)

eg. He is looking for John = **Dia sedang mencari John**

1st Rule: common people

The vowels a, e, i, o, u are the “common people” in the alphabet.

The affix “meng-” represents the “common people” among the verb-affix

The rule of thumb in politics is to let the representatives of the common people to deal with the common people in general.

The trick in Verbs: 2nd rule

The big **5** in the “me-” family:

1. “me-” = low rank soldier



2. “men-” = when used, take away the “T”
(mr. T is the man of men, 1 mr.T = many men)

3. “mem-” = when used, take away the “P”
(the big Bro “b” give only half of the **mem**ber to
small bro “p” (reflection of “b”))

4. “meng-” = when used, take away the “K”
common people (common people dethrone the King)

5. “meny-” = when used, take away the “S”
 (“s” is used as the plural form for ‘many’ = ‘meny’)



These higher ranking soldiers will each **kill** and **replace**
one alphabet “letter”.

THE VERB STORY

| consonant | explain | affix | consonant | explain | affix |
|-----------|-------------------------------------------------|----------------|-----------|------------------------------------|-------------|
| a | com pple | meng | l | love ME now | me |
| b | be a member | mem/ber | m | | me |
| c | rent a cd on "men" at war | men | n | | me |
| d | | men | o | com pple | meng |
| e | com pple | meng | p | receive ½ the members | mem |
| g | gh (general hospital) is for the com pple | meng | r | make ME rich | me |
| h | | meng | s | 's' is plural for many = 'meny' | meny |
| i | com pple | meng | t | 1 Mr. T = many men | men |
| j | "men" join the army! | men | u | com pple | meng |
| k | King dethrone by com pple | meng | | | |

Note: Com pple = common people

Use the above verb story to match the consonant with the right “me-” affix.

Which “ME-” family affix to use?

1. When the word starts with vowels (a, e, i, o, u), we use the “meng” family.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|------------------------------|
| abai | to waste | <u>meng</u> abai <u>kan</u> |
| asuh | care for | <u>meng</u> asuh |
| obat | to medicate | <u>meng</u> obati |
| ucap | to pronounce | <u>meng</u> ucap <u>kan</u> |
| ingin | to wish for | <u>meng</u> ingin <u>kan</u> |

The usage of “kan” and “i” will be explained in a later session.

A = common people (meng) deals with the common people (aeiou)

2. When the word starts with a “b”, we use
“**mem**” or “**ber**”.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|----------------------------|
| bagi | to share / divide | mem bag ikan |
| beri | to give | mem ber i |
| bangun | to build | mem ban gun |
| bawa | to carry / bring | mem ban wa |
| bayar | to pay | mem ban yar |
| bicara | to say | ber ban cara |
| bohong | to lie | ber ban hong |

B = Be a mem-ber

3. When the word starts with a “c”, we use “men”.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|--------------|
| cari | to find | mencari |
| coba | to try | mencoba |
| colek | to dirty, to frame | mencolek |
| curi | to steal | mencuri |
| cubit | to pinch | mencubit |

C = rent a CD on men at war

4. When the word starts with a “d”, we use “**men**”.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|-------------------------------|--------------------|
| dahulu | to over take / to do first | men dahului |
| dekat | to get closer | men dekat |
| diam | to quiet down | men diami |
| duga | to suspect | men duga |
| daki | to hike | men daki |

D = rent a CD on men at war

5. When the word starts with a “g” or “h”, we use “**meng**”.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|----------------------|
| ganti | to change | meng ganti |
| gosok | to apply and rub | meng gosok |
| ganggu | to disturb | meng ganggu |
| harap | to hope that | meng harap |
| hindar | to avoid | meng hindar |
| habis | to finish / spend | meng habiskan |

GH (general hospital) visited mostly by the common people (meng)

6. When the word starts with a “j”, we use “men”.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|--------------|
| jadi | to become | menjadikan |
| janji | to promise | menjanjikan |
| jawab | to answer | menjawab |
| jodoh | to match | menjodohkan |
| judi | to gamble | menjudi |

J = who Joins the army? MEN!!

7. When the word starts with a “k”, we use “**meng**” and **take away the ‘k’**.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|-------------------|
| kagum | to admire | meng agumi |
| kabar | to inform | meng abari |
| kirim | to send | meng irim |
| kotor | to dirty | meng otori |
| kubur | to bury | meng ubur |
| kabur | to run away | meng abur |

K = common people (meng) dethrones the King

8. When the word starts with a 'l', 'm', and 'n',
we use **"me"**.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------------------------------|-----------------|
| lamar | to propose (marriage) to obtain (a job) | melamar |
| lempar | to throw | melempar |
| marah | to scold | memarahi |
| masak | to cook | memasak |
| noda | to dirty | menodai |

LMN = love ME now

9. When the word starts with a “p”, we use
“**mem**” and **take away the ‘p’**.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|-------------------|
| potong | to cut | mem otong |
| pilih | to choose | mem ilih |
| putus | to disconnect | mem utus |
| pangkas | to cut (hair) | mem angkas |
| paham | to understand | mem ahami |

10. When the word starts with a 'r', we use "me".

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|--------------|
| racun | to poison | meracuni |
| raba | to rub | meraba |
| rusak | to spoil | merusak |
| rugi | to lose | merugikan |
| rokok | to smoke | merokok |

R = run to Me

11. When the word starts with an “s”, we use
“**meny**” and **take away the ‘s’**.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|---------------------|
| sayang | to love | meny ayangi |
| siram | to water | meny iram |
| sobek | to tear | meny obek |
| saran | to suggest | meny arankan |
| sakit | to hurt | meny akiti |

S = We add S to represent plurality = many = meny

12. When the word starts with a “t”, we use
“men” and take away the ‘t’.

| Verb in Indo | Meaning in English | Proper usage |
|--------------|--------------------|--------------|
| tolak | to reject | menolak |
| tarik | to pull | menarik |
| tulis | to write | menulis |
| taat | to obey | menaati |
| takut | to scare | menakuti |

T = Mr.T is the man of men (1 man (mr.T) replace many men)

A. KK (KATA KERJA)

& AFFIXES

USAGE OF PREFIXES

2. The

“*di-*”

family



The prefix '*di-*' is used to make the passive form of an active 'me-' verb.

MENCUCI → DICUCI

ACTIVE 'ME-' VERB

Dia makan/memakan dagingnya.

He eats the meat.

PASSIVE FORM "doer" is not known nor important

Silakan, daging ini dimakan.

Please, this meat is to be eaten. (translated literally)

Please, help yourself to the food (meat). (meaning)

But 'di', can also function as a preposition that indicates location, like 'in', 'at' and 'on'. '

'*di rumah*' means at home, and '*di kantor*' means 'at the office'. As for the preposition 'di', it will be written as two separated words as such.

To differentiate the above, the prefix 'di' in verb is usually **written** as one word with the root verb. As in 'dipukul' (to be beaten up) and 'dicuci' (to be washed).

But in **conversation**, this is not easy to be differentiated.

2A. 'di' is added to verbs in passive voice.

Sentence Structure:

the noun comes first, and then the action word

| Root word of Verb in Indo | Meaning in English | | Proper usage | |
|---------------------------------|--------------------|--------------------|-----------------|---------|
| | active | passive | active | passive |
| tolak | to reject | to be rejected | <u>men</u> olak | ditolak |
| tarik | to pull | to be pulled | <u>men</u> arik | ditarik |
| beri | to give | to be given | memberi | diberi |
| cabut | to withdraw | to be withdrawn | mencabut | dicabut |
| makan | to eat | to be eaten | memakan | dimakan |

2A. 'di' is added to verbs in passive voice.

Sentence Structure:

the noun comes first, and then the action word

Examples:

1A. The boss rejected his leave application.

Boss dia menolak cuti dia.

1B. His leave application was rejected by the boss.

Cuti dia ditolak oleh bosnya.

2A. The father beat up the boy.

Ayahnya memukuli dia.

2B. The boy was beaten up (by the father).

Dia dipukuli oleh ayahnya.

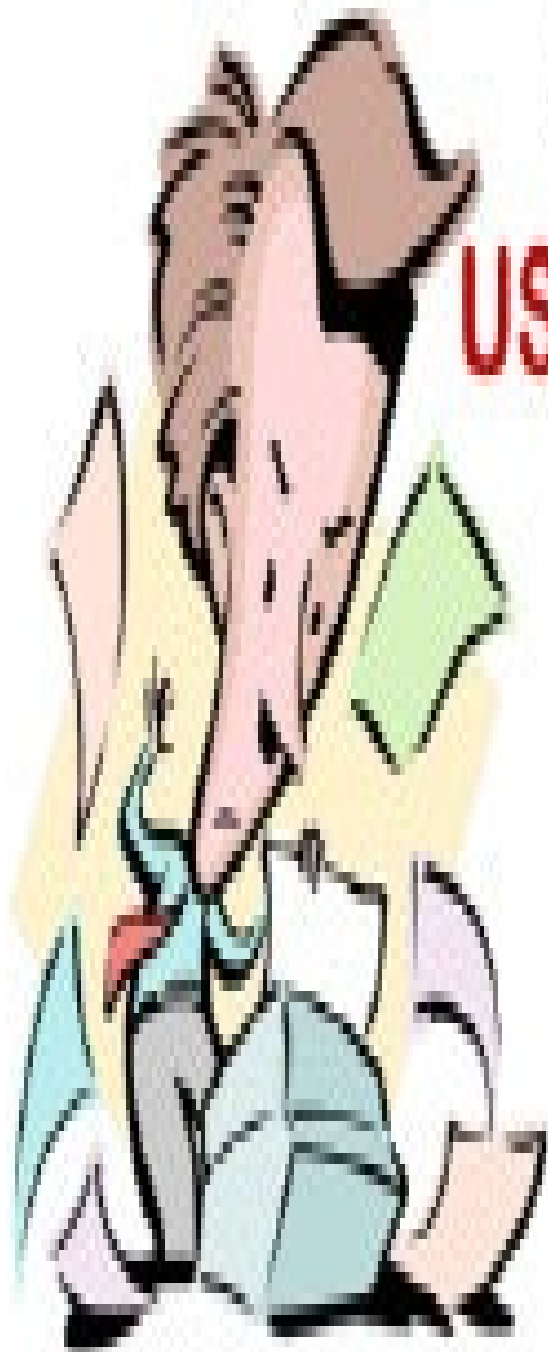
A. KK (KATA KERJA) & AFFIXES

USAGE OF PREFIXES

3. The

“*ter-*”

family



3A. 'ter' is added to verbs to indicate that an action is performed **accidentally**:

| Noun in Indo | Meaning in English |
|-------------------|--------------------|
| ter makan | accidentally eaten |
| ter dengar | accidentally heard |
| ter pakai | accidentally worn |

3B. 'ter' is also added to verbs to indicate the status of an action (turn in an adjective):

| | |
|-------------------|-------------------------------|
| ter wujud | finally it happened |
| ter pasang | already assembled / installed |
| ter bayar | already paid |
| ter buka | very openly |
| ter tutup | very secretive |

3C. 'ter' is also used to indicate that an action happened suddenly:

| Noun in Indo | Meaning in English |
|-------------------|--------------------|
| ter bangun | suddenly awaken |
| ter du duk | suddenly sat down |
| ter tidur | suddenly slept |

3D. 'ter' is also added to verbs to indicate that an action did not happen (negative):

| | |
|--------------------------|----------------------------|
| tidak ter ang kat | was not / cannot be lifted |
| tidak ter ba ca | was not / cannot be read |
| tidak ter oba ti | was not / cannot be cured |

A. KK (KATA KERJA)

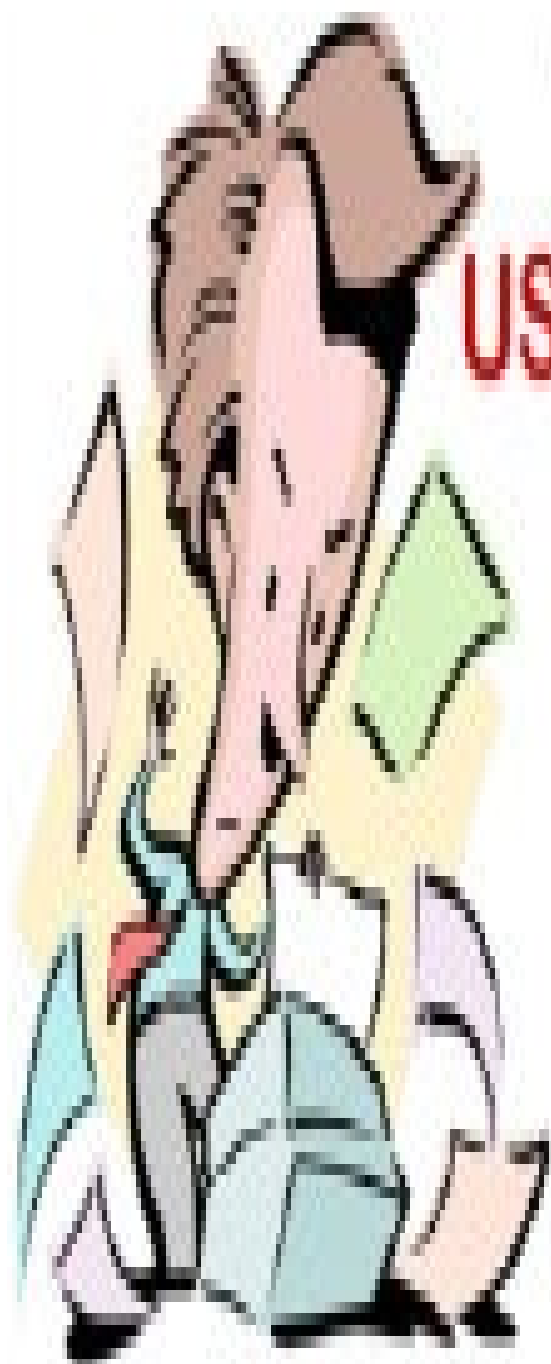
& AFFIXES

USAGE OF PREFIXES

4. The

“*ber-*”

family



4A. 'ber' is added to verbs to produce “reflexive verbs”, ie. To show that the doer is performing the activity on himself or herself:

| Noun in Indo | Meaning in English |
|---------------------------|------------------------------------------|
| berdoa (to pray) | Setiap hari dia berdoa |
| | She prays everyday |
| | Setiap hari, dia mendoakan ibunya |
| | She prays for her mother everyday. |
| berdandan (to make-up) | Dia sudah berdandan |
| | He has put on make-up. |
| | Dia mendandani dia. |
| | He puts make-up on her. |
| berdansa (to dance) | My sister likes to dance. |
| | Kakak saya suka berdansa. |
| | Kakak saya sudah menari bersama ayahku. |
| | My sister likes to dance with my father. |

4B. 'ber' as a verb prefix or as an irregular prefix 'be', used when the verb has the letter "r" in the first few letters.

| | |
|-----------|-------------------|
| bertanya | to ask |
| berpikir | to think |
| bekerja | to work |
| beternak | to farm (animals) |
| * belajar | to learn / study |
| * belanja | to shop |

* These are the only words where an additional 'L' was used for words starting with 'b'.

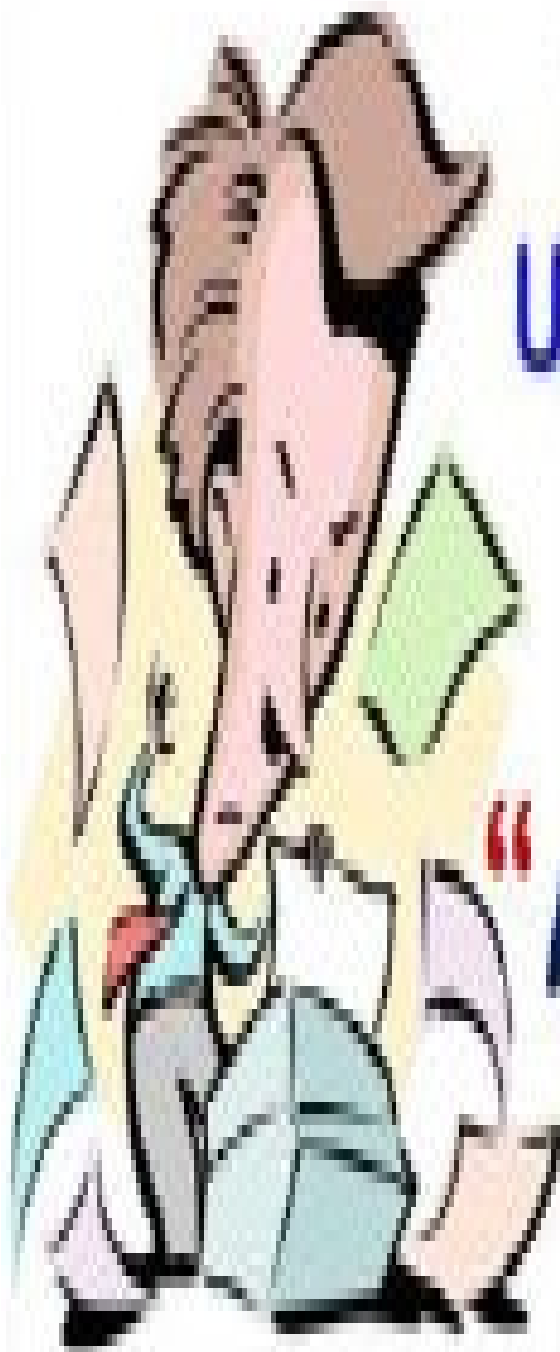
A. KK (KATA KERJA) & AFFIXES

USAGE OF CONFIX

1. The

“me- & -kan”

family



1A. '*me-....-kan*' is added to adjectives to produce verbs, ie. to show the action of doing the 'adjective':

| | |
|----------------------|-----------------------|
| <i>membersihkan</i> | to clean (the room) |
| <i>membebaskan</i> | to free (the birds) |
| <i>menyelamatkan</i> | to save (the victims) |

1B. '*me-....-kan*' is added to adjectives to show the feeling caused by the adjective:

| | |
|---------------------|-----------------------------|
| <i>membosankan</i> | to cause to be bored |
| <i>mengherankan</i> | to cause to be surprised |
| <i>mengecewakan</i> | to cause to be disappointed |

1C. '*me-....-kan*' is added to intransitive verbs to show the process of doing the action to something or someone else:

| | |
|------------------|---------------------------|
| bangun | wake up |
| membangunkan | to wake (the children) up |
| henti / berhenti | stop |
| menghentikan | to stop (the car) |
| kembali | returning |
| mengembalikan | to return (the books) |

1D. '*me-....-kan*' is added to nouns to show the process of doing the action to the same noun.

| | |
|---------------------------------------------------------------------------------------------------------------------------|------------------------|
| rahasia | secret |
| merahasiakan | to keep the secret |
| Tolong merahasiakan rahasia ini. (Please keep this secret a secret.) | |
| calon | candidate |
| mencalonkan | to nominate / campaign |
| Dia mencalonkan diri sebagai bupati. (He candidates himself as the candidate for Mayor) | |
| korban | victim |
| mengorbankan | to sacrifice |
| Korbannya mengorbankan diri untuk keselamatan semuanya (the victim sacrifice himself for the safety of all the others) | |

1E. '*me-....-kan*' is used to show that the action was done to a third party, living or non-living:

| |
|----------------------------------------------------|
| I bought a watch for my mother. |
| Saya membeli sebuah jam tangan untuk ibu. |
| I bought my mother a watch. |
| Saya membelikan ibu saya sebuah jam tangan. |
| We need time for another 3 months. |
| Kita membutuhkan waktu 3 bulan lagi. |

1F. '*me-....-kan*' is also used to show the opposite of an action done:

| | |
|----------------------------|-------------------------------|
| I rent a room. | I rent out a room |
| Saya menyewa kamar. | Saya menyewakan kamar. |
| I borrowed money | I lent money |
| Saya meminjam uang. | Saya meminjamkan uang. |

A. KK (KATA KERJA)

& AFFIXES

USAGE OF CONFIX

2. The

“me- & -i”

family



1A. '*me-....-i*' is added to mostly nouns to produce verbs, ie. to show the process of doing the 'noun':

| | |
|----------------|------------------|
| tandatangan | signature |
| menandatangani | to sign the name |
| hormat | respect |
| menghormati | to respect |
| warna | colour |
| mewarnai | to colour |
| garam | salt |
| menggarami | to salt / season |
| lobang | hole |
| melobangi | to make a hole |

1B. '*me-....-i*' is used to show that the action is done to the other person:

| | |
|--------------------|-------------------------------------------------------|
| berbohong | he lied = dia berbohong |
| membohongi | he lied to / cheated me = dia membohongi saya |
| percaya | I believe = saya percaya |
| mempercayai | I believed / trusted in him = saya mempercayai dia |

1C. '*me-....-i*' is used to show that the adjective is done to another party, living and non-living:

| | |
|-----------------|--------------------------------------------------------------|
| memarahi | Dia memarahi karyawannya = He is angry with the employees |
| memanasi | Please heat up the food = Tolong memanasi makanannya |

1D. '*me-....-i*' is also used to show that the verb is repeatedly done:

| | |
|-----------|--------------------------|
| mempukul | to beat up / hit |
| mempukuli | to continuously hitting |
| mencium | to kiss / to smell |
| menciumi | to kiss more than once |
| menyiram | to water |
| menyirami | to repeatedly water |
| melempar | to throw |
| melempari | to throw again and again |

note the difference in the sentence structure between the active and passive form

SUMMARY

VERB

(ACTION WORD)

Step 1

“me-”

“me-...-kan”

“me-...-i”

Step 2

“di-”

“di-...-kan”

“di-...-i”

Step 3

“ber-”

1. doing it as an activity.

2. doing the action to each
another

“ter-”

1. accidentally

2. status / condition

3. suddenly

4. negative statement

Verb-affixes: 6 members

performing the action

1. “me-” family

person doing the action

2. “di-” family

action performed by someone
or on something

3. “ter-” family

4 conditions how action was
done

4. “ber-” family

2 conditions how action was
done

5. “me-.....-kan”

performing the action
to something or

6. “me-....i”

someone

CHECKLIST

Objective:

- To know the how the “me-” family is generated.
- To know the other affixes that is used with verbs.
- To know the meaning of each type of affixes when used.
- To be familiar with the affixes.
- To increase the vocab power.

| SNo | ITEMS | YES | NO |
|-----|------------------------------------------------|-----|----|
| 1 | How to generate verbs from root words. | | |
| 2 | The different types of affixes used for verbs. | | |
| 3 | The meaning for each type of affixes. | | |
| 4 | The usage of verbs with affixes. | | |
| 5 | Another 10 verbs, adjectives and nouns. | | |

Lesson 8: THE RIGHT DESCRIPTION:

(Adjectives and Nouns)

Adjectives are usually used in the root form

| | | | |
|------------|------------------------|-------------|--------------------|
| good | <i>baik, bagus</i> | bad | <i>buruk</i> |
| old | <i>lama, tua</i> | new, young | <i>baru, muda</i> |
| first | <i>pertama</i> | last | <i>terakhir</i> |
| long, tall | <i>panjang, tinggi</i> | short | <i>pendek</i> |
| little | <i>sedikit</i> | many | <i>banyak</i> |
| small | <i>kecil</i> | big, large | <i>besar, gede</i> |
| right | <i>betul, kanan</i> | wrong, left | <i>salah, kiri</i> |
| easy | <i>mudah</i> | difficult | <i>susah</i> |
| same | <i>sama</i> | different | <i>beda</i> |
| early | <i>awal</i> | late | <i>lambat</i> |
| high | <i>tinggi</i> | low | <i>rendah</i> |

KS has both comparative and superlative form

| | Basic form | Comparative (+ than) | Superlative (the) |
|-----------------------------|---------------|----------------------------|----------------------------|
| 1 Syllabus | old | older than | the oldest |
| 2 Syllabus and above | famous | less / more famous than | the least / most famous |
| | pretty | less / more prettier than | the least / most prettiest |
| | important | less / more important than | the least / most important |
| BHS INDONESIA | (se)sama-sama | kurang / lebih | paling (ter-) |

Usage of Adjectives: similarity

(note: the sentence structure)

Example: He is **as tall as** John.

a) se Dia **setinggi** John.

b) sesama Dia dan John **sesama tinggi**.

c) sama-sama Dia dan John **sama-sama tinggi**.

Example: Both their heights are the same.

usage of noun

Mereka **tingginya sama**. (common)

Mereka **ketinggiannya sama**. (formal)

Other applications of adjectives:

Example:

He **is tall**.

Dia **tinggi**.

Dia **tinggi sekali**.

He **is so / very tall**.

Dia **sangat tinggi**.

He **is taller**.

Dia **lebih tinggi**.

He **is the tallest**.

Dia **paling tinggi**.

Dia **tertinggi**.

He **is too tall**.

Dia **terlalu tinggi**.

He **is taller than** me.

Dia **lebih tinggi daripada** saya.

Usual sequence of verb, adjective and noun in English

verb → adj → noun

Eng: V + ADJ

walk slowly, sleep soundly, meet early

Eng: ADJ → NOUN

red flower, clear water, best results

In Bahasa Indonesia, the position of the adjective is switched in both the incident:

Example:

read **slowly**

pelan pelan baca

work **quickly**

cepat kerja

blue pen

pena (yang) **biru**

big chair

kursi (yang) **besar**

good boss

majikan (yang) **baik**

SCENARIO CONVERSATIONAL PRACTICES (2)

| Posisi | meaning | Posisi | meaning | Verbs | meaning |
|-----------------|---------------|------------------|------------|---------------|-------------|
| di atas | top / above | di sebelah kanan | right side | straight | lurus |
| di bawah | under | di antara | between | go straight | jalan terus |
| di dalam | inside | di seberang | across | to turn | belok |
| di luar | outside | arah Utara | North | stop | berhenti |
| di depan | front | arah Selatan | South | to cross over | menyeberang |
| di belakang | behind / back | arah Timur | East | pass-by | melewati |
| di sebelah kiri | left side | arah Barat | West | towards | menuju |

Names of building

| | | | | | |
|---------------|----------------|--------------|--------------|---------------|-------------|
| Pasar | market | Terminal Bis | Bus terminal | Mall | Mall |
| Kantor Pos | Post office | Halte bis | Bus-stop | Sekolahan SD | Pri. school |
| Kantor Polisi | Police station | Perumahan | estate | Sekolahan SMP | Sec. school |
| Toko Mas | Gold shop | Lapangan | open field | Sekolahan SMA | JC |

Scenario 4.1

A foreigner was asking direction from you. Please look at the map and give the proper instructions.

Foreigner:

Selamat siang, saya mau **numpang tanya** pak, Perumahan Taman Hijau berada dimana ya pak?

You:

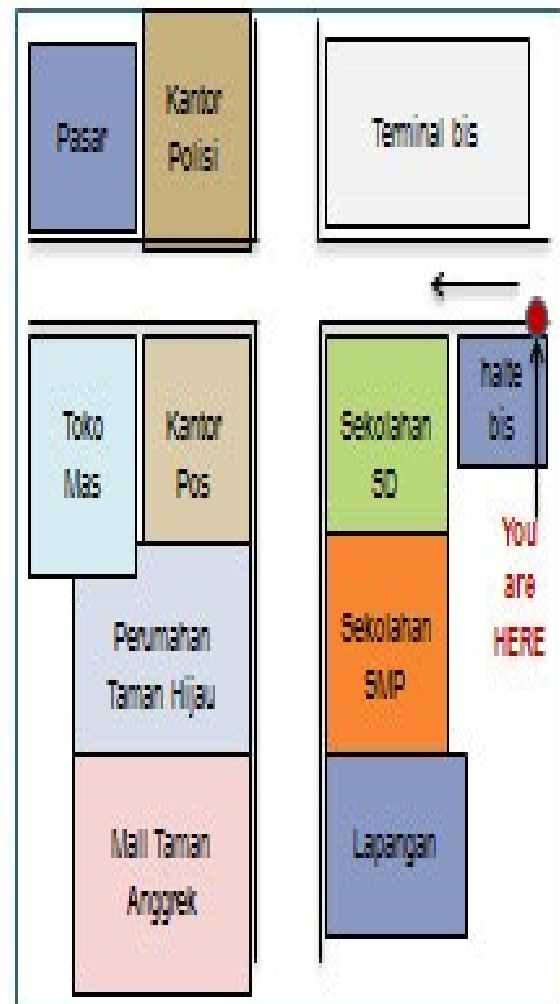
Pertama-tama bapak jalan terus dari sini sampai bapak bertemu perapatan.

Di perapatan tersebut bapak akan menemukan terminal bis disebelah kanan bapak dan sebuah sekolahan SD di sebelah kirinya.

Kemudian, bapak belok ke kiri dan jalan terus sampai bapak melewati sekolahan SD tersebut.

Setelah melewatinya bapak akan bertemu sebuah sekolahan SMP.

Tepat di seberangnya adalah Perumahan Taman Hijau yang sedang bapak cari.



- Assuming you are the foreigner, so how will you post the question to the person that you want to go to Perumahan Taman Hijau?
- How can you direct that person to the right destination?

Scenario 4.1A

1. 'se' is added to adjectives to show similarity:

| Adj in Indo | Meaning in English |
|-----------------|--------------------|
| setinggi | as tall as |
| setebal | as thick as |
| sebesar | as big as |
| sekurus / tipis | as thin as |
| segampang | as easy as |
| secantik | as pretty as |

Please take note of the usage:

The "se-" family is usually used to express similarity as in:

1. His body is as thin as a stick. **Badan dia sekurus kayu.**

Or used with measurement and quantity in the following structure:

1. The crocodile is 6 meters long. → the crocodile is **as long as** 6 metres.

Buayanya sepanjang enam meter.

2. The coconut weighs 3kg. → the coconut is **as heavy as** 3 kg.

Kelapanya seberat tiga kilo.

Affix that change nouns and adjectives into adjectives:

1. 'per' is only used with '**adjectives**' to show the improvement of a state and condition (adjective), but only on paper, and '**mem**' is further added onto the term to show the action to perform this state:

| word | in english | | word | in english |
|-------------|------------|--|---------------|-------------|
| besar | big | | cantik | pretty |
| perbesar | enlarge | | percantik | beautify |
| memperbesar | to enlarge | | mempercantik | to beautify |
| | | | | |
| lebar | wide | | panjang | long |
| perlebar | widen | | perpanjang | extend |
| memperlebar | to widen | | memperpanjang | to extend |

C.KATA BENDA



NOUNS



NOUNS IN INDONESIA:

1. NO SINGULAR OR PLURAL FORM

1. English: a chair, 5 chairs
2. Plural form is represented by numbers
3. Additional usage of measure word (MW)

| | |
|------------|------------------|
| a cat | seekor kucing |
| five cats | lima ekor kucing |
| a house | sebuah rumah |
| two houses | dua buah rumah |

NOUNS IN INDONESIAN:

2. DIFFERENCES IN THE USAGE OF COUNTABLE AND UNCOUNTABLE NOUNS

| Indonesia | English | Use for |
|-----------------|--------------------------------------------|---------------------------------|
| banyak | many, much | Countable & Uncountable |
| eg | many people = banyak orang | |
| eg | still a lot of food = masih banyak makanan | |
| beberapa | some, a few | Countable (must use MW) |
| eg | beberapa ekor anjing = a few dogs | |
| sedikit | some, a little | Uncountable only |
| eg | sedikit air = a little water | |

3. USAGE OF ARTICLES.

(A & AN) is represented by the affix “**se-**” and must use the Indonesia **MW** for every noun used.

I need **a** book. Saya butuh **sebuah** buku.

He wants **an** apple. Dia mau **sebuah** apel.

There is **a** cat. Ada **seekor** kucing.

The cat is white. Kucing**nya** berwarna putih.
Kucing putih (informal)

(THE) is represented by the affix “**-nya**” and used after the noun.

And when since white is related to colour, we need to express it and use “of the colour” with the family “**ber-**” and colour “warna” = **berwarna**

KK (KATA BENDA)

GENERATION OF AFFIXES



1. The “*pe-*” family

The trick in using “pe-” is that of “me-”: while the “*me-*” family turns words *into verbs*, the “pe-” family changes them *into nouns*.

Generally, 'pe' family is used to change adjectives and verbs into 'nouns'.

| consonant | affix | consonant | affix |
|-----------|-----------|-----------|-------|
| a | peng | l | pe |
| b | pem / per | m | pe |
| c | pen | n | pe |
| d | pen | o | peng |
| e | peng | p | pem |
| g | peng | r | pe |
| h | peng | s | peny |
| i | peng | t | pen |
| j | pen | u | peng |
| k | peng | | |

The trick in using “pe-” is that of “me-”:

1. “pe-” is added to a root word to make the word a person, then “pe-...an” or “-an” will make the word a thing

| Word | English | New Word | Meaning |
|-------|-------------------------------------|-----------------------------|-------------|
| usaha | put in effort to do something | <u>pe</u> ngusaha | businessman |
| | | <u>pe</u> ngusaha <u>an</u> | business |
| goda | seduce | <u>pe</u> nggoda | seductress |
| | | <u>pe</u> nggoda <u>an</u> | seduction |
| tulis | write | <u>pe</u> nulis | writer |
| | | <u>tu</u> lisan | writing |

The trick in using “pe-” is that of “me-”:

2. Exception to the rule: when “pe-” cannot be added to a root word to make the word a person, then adding “pe-” will make the word a thing, and sometimes “pe-...an” will make the word another thing.

| Word | English | New Word | Meaning |
|--------|---------|--------------------------|----------|
| bersih | clean | <u>pe</u> mbersih | detegent |
| | | <u>pe</u> mbersihan | clean-up |
| kering | dry | pe ⁿ gering | dryer |
| | | pe ⁿ geringan | drainer |

KK (KATA BENDA)

USAGE OF AFFIXES



3. The

“*se-*”

family

1. 'se' is used with measure words to show the single form of the English 'a':

| Adj in Indo | Meaning in English |
|------------------|------------------------------------------------------------------------|
| se ekor | for animals, one "tail": seekor kambing (a goat) |
| se butir | for grains/round objects: sebutir telur (an egg) |
| se batang | for sticks/long objects: sebatang rokok (a cigarette) |
| se potong | objects that can be cut, (a piece): sepotong kue (a piece of cake) |
| se lembar | objects that are flat, (a piece): Selemba kurtas (a piece of paper) |

more examples are given on page 13 of the training notes

2. 'se' is used with nouns to indicate whole or entirety:

| Word | Meaning in English |
|------------|--------------------|
| sedunia | the whole world |
| sekampung | the whole village |
| sekelompok | the whole group |

3. 'se' is used with nouns to indicate similarity:

| Word | Meaning in English |
|--------|-----------------------|
| serupa | of the same kind |
| searah | of the same direction |

Common Indonesia Measure Words / Classifier

| english | indonesian | example |
|------------------------|-------------------------|---------------------------------------------------------|
| human / occupation | seorang | a father (seorang ayah) |
| a bar / a square piece | sebatang | a square piece of wood (sebatang kayu) |
| ring / jewellery | sebentuk | a ring (sebentuk cincin) |
| light / ray | seberkas | a ray (seberkas sinar) |
| land | sebidang / sepatok | a plot of land (sebidang/sepatok tanah) |
| sword / dagger | sebilah | a sword (sebilah pedang) |
| fruits / a pair of | sebuah / sepasang | an apple (sebuah apel)a pair of shoes (sepasang sepatu) |
| small round objects | sebutir | a grain of rice (sebutir nasi) |
| animals | se-ekor | a goat (seekor kambing) |
| rice, sand, grain | segenggam | a handful of rice (segenggam beras) |
| a roll of | segulung | a roll of mat (segulung tikar) |
| blood, meat | segumpal | a lump of meat (segumpal daging) |
| left, hair, thread | sehelai | a thread of hair (sehelai rambut) |
| umbrella | sekaki | an umbrella (sekaki payung) |
| a group of | sekelompok /serombongan | a group of youth (sekelompok pemuda) |
| a thin object | sekeping | a coin (sekeping logam) |
| flower | sekuntum | a rose (sekuntum mawar)a bouquet (sekarangan bunga) |
| a dozen | selusin | a dozen of eggs (selusin telur) |
| a pair of | sepasang | a pair of shoes (sepasang sepatu) |
| word | sepatah | a word (sepatah kata) |

| | | |
|------------------|--------------------|----------------------------------|
| a slice / piece | sepotong /selembar | a slice of bread (sepotong roti) |
| letter / gun | sepucuk | a gun (sepucuk senjata) |
| a morsel | sesuap | a morsel of rice (sesuap nasi) |
| a bundle | setandan/sesisir | a bundle of banana (setandan) |
| a pile / heap | setumpuk | a pile of books (setumpuk buku) |
| a box of | sekotak | a box of matches (sekotak korek) |
| a pak of | sepak | a pack of cards (sepak kartu) |
| a bowl of | semangkuk | a bowl of soup (semangkuk sup) |
| a plate of | sepiring | a plate of rice (sepiring nasi) |
| a glass / cup of | segelas | a glass of coffee (segelas kopi) |
| a bottle of | sebotol | a bottle of milk (sebotol susu) |
| The common MW | sebuah | |

KB (KATA BENDA)

& AFFIXES

USAGE OF PREFIX

7. The

“*ke- & -an*”

family



Affix that change words from **ADJECTIVES** into nouns:

1. 'ke' in front and 'an' at the end of the word:

| Word | Meaning | New Word | Meaning |
|--------|---------|------------|------------|
| adil | just | keadilan | justice |
| jujur | honest | kejujuran | honesty |
| bersih | clean | kebersihan | cleaniness |
| unik | unique | keunikan | uniqueness |
| baik | good | kebaikan | goodness |
| jahat | wicked | kejahatan | crime |
| cepat | quick | kecepatan | speed |

Spot the words

TEST 2 READING & PRONUNCIATION

INFLASI INDIA NAIK PADA FEBRUARI

Inflasi tahunan India kembali naik pada Februari lalu menjadi 8,31 persen dari 8,23 persen pada bulan sebelumnya. Kenaikan tersebut

kian memberikan tekanan kuat kepada bank sentral India (Reserve Bank of India/RBI) untuk menaikkan kembali suku bunga guna mengekang melonjaknya harga kebutuhan pokok.

all the more

Kondisi itu akan mempersulit RBI untuk merealisasikan target pencapaian inflasi pada tahun fiskal yang berakhir pada akhir bulan ini sebesar tujuh persen. Sebelumnya, RBI mengeluarkan kebijakan moneternya untuk mengekang inflasi tahun fiskal ini dengan menaikkan suku bunga acuannya sebanyak tujuh kali.

Sementara itu, sejumlah ekonom memperkirakan RBI akan kembali menaikkan suku bunga acuannya untuk ke-delapan kalinya ketika otoritas bank sentral di India akan bertemu pada hari Kamis mendatang. Beragam pendapat muncul dari para ekonom soal besarnya kenaikan suku bunga acuan yang harus diambil RBI dalam pertemuan itu. Beberapa ekonom mendesak RBI menaikkan suku bunga sebesar 50 basis poin, sedangkan lainnya menyarankan kenaikan sebesar 25 basis poin.

Lesson 9: THE RIGHT SYSTEM: Affixation

Verb Affixes

VERB

(ACTION WORD)

Step 1

“me-”

“me-...-kan”

“me-...-i”

Step 2

“di-”

“di-...-kan”

“di-...-i”

Step 3

“ber-”

1. doing it as an activity.

2. doing the action to each another

“ter-”

1. accidentally

2. status / condition

3. suddenly

4. negative statement

| SNo | Word | Root word | VERB | | | | | |
|-----|---------|------------------|-----------|--------------|----------------|----------------|-----------|----------|
| | | | "me-" | "me-...-kan" | "me-...-i" | "di-" | "ber-" | "ter-" |
| 61 | reply | balas | membalas | membalas | | dibalas | | terbalas |
| 62 | run | lari | | melarikan | | dilari(kan) | berlari | |
| | | (run a business) | | menjalankan | | dijalankan | | |
| 63 | say | bilang | | | | | | |
| | | kata | | mengatakan | | dikatakan | berkata | |
| 64 | see | lihat | melihat | melihat | | dilihat | | terlihat |
| 65 | sell | jual | menjual | menjual | | dijual | | terjual |
| 66 | send | kirim | mengirim | mengirimkan | | dikirim(kan) | | terkirim |
| 67 | show | tunjuk | menunjuk | menunjukkan | | ditunjuk(kan) | | |
| 68 | shut | tutup | menutup | | | ditutup | | tertutup |
| 69 | sign | tandatangan | | | menandatangani | ditandatangani | | |
| 70 | sing | nyanyi | menyanyi | menyanyikan | | dinyanyi(kan) | bernyanyi | |
| 71 | sit | duduk | menduduk | mendudukkan | menduduki | diduduk(kan/i) | berduduk | terduduk |
| 72 | sleep | tidur | | menidurkan | | ditudurkan | | tertidur |
| 73 | smoke | isap | menghisap | | | dihisap | | terisap |
| | | (cigarette) | Merokok | | | | | |
| 74 | speak | bicara | | membicarakan | | dibicarakan | berbicara | |
| 75 | spell | eja | mengeja | mengejakan | | dieja(kan) | | |
| 76 | spend | habis | | menghabiskan | | dihabiskan | | terhabis |
| 77 | stand | diri | | berdirikan | berdirikan | didirikan | berdiri | terdiri |
| 78 | start | mulai | memulai | | | dimulai | | |
| 79 | study | pelajar | | | mempelajari | dipelajari | | |
| 80 | succeed | hasil | | menghasilkan | | dihasilkan | berhasil | |

Adjective Affixes

B. KS (KATA SIFAT)



USAGE OF PREFIXES

3. The

“*ber-*”

family

1. 'ber' is also used with *adjectives* to show that the person is being at a particular *state and condition*.

| Word | Meaning in English |
|--------------------|--------------------|
| ber gembira | be happy |
| ber sedih | be sad |

2. 'ber' is also used to imply that an action is done to each other:

| Word | Meaning in English |
|--------------------|---------------------------------------|
| ber salaman | to shake hands, to exchange greetings |
| ber pelukan | to hug each other |

3. 'ber' is used with *nouns* to show possession = 'to have':

| Word | Meaning in English |
|----------|------------------------------------------------------------------------------------------------------------------------|
| berwarna | To have that colour / in the colour: Dia suka baju yang berwarna hitam (She likes black-coloured clothes) |
| berkarat | rusty: Pipa ini sudah mulai berkarat (the pipe is turning rusty) |
| berbakat | talented: Dia sangat berbakat . (He is very talented.) |
| berkumis | with a moustache: Dia suka cowok yang berkumis (She likes man with a moustache) |
| berkaki | Have legs: Ada sapi yang berkaki lima (There is a cow with five legs) |

4. 'ber' is also used with *nouns* to indicate "to produce":

| Word | Meaning in English |
|----------|---------------------------------------------------------------------------------|
| bertelor | to lay eggs: Ayam kita sudah bertelor (Our hens has started to lay eggs.) |

5. 'ber' is also used with *nouns* to indicate "to wear / use":

| Word | Meaning in English |
|----------|--------------------|
| berdasi | to wear ties |
| bermobil | to have / use car |

6. 'ber' is also used to indicate "in numbers of":

| Word | Meaning in English |
|---------|---------------------------------------------------------------------------------|
| berlima | In numbers of: Mereka <i>berlima</i> main (They play in a group of five.) |

ADJECTIVES

(DESCRIPTIVE WORD)

Step 1 always used in the **ROOT** form

Step 2

“ter-”

“per-”

ROOT

Step 3

into
NOUNS

“per-...-an”
(process)

“pe-” (person)

“ke-...-an” (thing)

to carry out the process

Step 4

“me-...-kan”

“me-...-i”

“mem+*per*”

into
VERBS

“di-...-kan”

“di-...-i”

“di+*per*”

| SNo | Word | Root | NOUNS | | | VERB | | OTHERS |
|-----|----------|---------------------|--------------|------------------|----------------|--------------------------|----------------|-------------------|
| | | Word | "pe-"=person | "ke-..-an"=thing | "per-"=process | "me-..-kan/i" | "mem-" + "per" | |
| 81 | spacious | luas | | keluasan | perluas | | | terluas |
| 82 | stale | basi | | kebasian | | | | |
| 83 | still | diam | pendiam | kediaman | | mendiamkan/i | didiamkan/i | terdiam |
| 84 | strong | kuat | | kekuatan | perkuat | memperkuat | diperkuat | terkuat |
| 85 | stupid | bodoh | | kebodohan | | membodohkan/i | dibodohkan/i | terbodoh |
| 86 | sure | tentu | | ketentuan | | menentukan | ditentukan | tertentu |
| 87 | tall | tinggi | | ketinggian | | meninggikan | ditinggikan | tertinggi |
| 88 | thin | tipis (opp thick) | | ketipisan | | menipiskan | | tertipis |
| | | kurus (opp fat) | | kekurusan | | mengkuruskan | | terkurus |
| 89 | thirsty | haus | | kehausan | | menghauskan | | terhaus |
| 90 | tight | ketat (of security) | | keketatan | perketat | memperketat | | terketat |
| | tighten | ketat (of the bolt) | | pengetatan | | mengetatkan | | |
| 91 | tired | capel | | kecapelan | | mencapalkan | | tercapel |
| 92 | true | benar | | kebenaran | | membenarkan | dibenarkan | |
| 93 | ugly | jelek | | kejelekan | | menjelekan | dijelekan | terjelek |
| 94 | unfair | tak adil | | ketidakadilan | | | | |
| 95 | upset | terganggu | | kegangguan | | mengganggu | diganggu | |
| 96 | weak | lemah (character) | | kelemahan | perlemah | melemahkan / memperlemah | | terlemah |
| | | lemas (physical) | | kelemasan | | melemaskan | | |
| 97 | well | baik | | kebaikan | Perbaikan | memperbaiki | diperbaiki | berbaik / terbaik |
| 98 | worried | khawatir / cemas | | kecemasan | | mencemaskan | | |
| 99 | wrong | salah | | kesalahan | | menyalahkan | | bersalah |
| 100 | young | muda | pemuda | | Permuda | | mempermuda | termuda |
| | easy | mudah | | kemudahan | permudahan | memudahkan | | termudah |

Nouns Affixes

KB (KATA BENDA)

& AFFIXES

USAGE OF PREFIX

5. The

“*per- & -an*”

family



1. 'per' is sometimes used with 'an' to change verbs and adjectives into nouns which mean "the process":

| Word | Meaning | New Word | Meaning |
|--------|------------|-------------|-------------------------------|
| adil | just | peradilan | Justice (court proceeding) |
| baik | good | perbaikan | repair process |
| cerai | to divorce | perceraian | divorce |
| hitung | to count | perhitungan | calculation |
| judi | to gamble | perjudian | gambling |

KB (KATA BENDA)

& AFFIXES

USAGE OF PREFIX

6. The

“-an”

family



1. The general noun for objects of the same kind...

| Word | English | Word | English |
|--------|---------|---------------------------|--------------|
| bantal | pillow | bantal ^{an} | many pillows |
| mobil | car | mobil-mobil ^{an} | many cars |

2. To change verbs into nouns = the outcome or product

| Word | English | Word | English |
|---------|----------|-----------------------|--------------------------|
| makan | eat | makan ^{an} | food |
| minum | drink | minum ^{an} | drinks |
| timbang | to weigh | timbang ^{an} | scale / weighing machine |
| jepit | to clip | jepit ^{an} | clip |
| gambar | to draw | gambar ^{an} | drawing |
| jahit | to sew | jahit ^{an} | stitches |

NOUNS

(NAMING WORD)

Step 1

person = "pe-"

thing = "pe-...-an"

thing = "-an"

Step 2

person = "pe-"

thing = "pe-...-an"

From
VERBS

~~person = "pe-"~~

thing = "pe-"

Step 3

person = "pe-"

thing = "ke-...-an"

from
ADJS

thing = "pe-"

process = "per-...-an"

| SNo | Word | NOUNS | | VERB | | OTHERS |
|-----|----------|----------------|----------------------------|----------------------|----------------------|------------|
| | | Person = "pe-" | Thing = Root Word or "-an" | "me-", "me-...kan/i" | "di-", "di-...kan/i" | |
| 81 | map | | peta | | | |
| 82 | mark | | tanda | menandai | ditandai | bertanda |
| 83 | mind | | pikiran | memikirkan | dipikirkan | berpikir |
| 84 | minute | | menit | | | |
| 85 | money | | uang / duit | | | |
| 86 | moon | | bulan | | | |
| 87 | morning | | pagi | | | |
| 88 | mother | ummi / bunda | | | | |
| 89 | mountain | | gunung | | | bergunung |
| 90 | music | musisi | musik | | | bermusik |
| 91 | need | | kebutuhan | membutuhkan | dibutuhkan | |
| 92 | night | | malam | | | |
| 93 | notice | | pengumuman | mengumumkan | diumumkan | |
| 94 | number | | nomor | | | bernomor |
| 95 | order | | pesanan | memesan | dipesan | |
| 96 | page | | halaman | | | berhalaman |
| 97 | paper | | kertas | | | berkertas |
| 98 | pattern | | motif | memotifkan | dimotifkan | bermotif |
| 99 | people | orang | | | | |
| 100 | picture | | gambaran | menggambar(kan) | digambar(kan) | |

KB (KATA BENDA)

& AFFIXES

USAGE OF PREFIX



8. The

other

affixes

Ending with a 'nya'...

1. Use like the definite article 'the' ...

| Word | English |
|------------|----------------------------------------------------------------------------------------------------|
| uangnya | Inilah uangnya yang kutemukan kemarin. This is the cash that I found yesterday. |
| makanannya | Makanannya (yang di piring) enak sekali. The food on the plate is very delicious. |

2. Function as a possessive adjectives...

| * Word | English | English |
|---------|----------|-------------------------------------------------------------------------------|
| bukunya | his book | Kemarin saya pinjam bukunya . Yesterday I borrowed his book. |
| uangnya | her cash | Tadi uangnya menghilang. Her cash vanished just now. |

* The listener must know the possessive party.

3. Used with certain words to form adverbs

| Word | English |
|------------|----------------------------------------------------------------------------------------|
| sebelumnya | Before that, he works as a security guard. Sebelumnya, dia bekerja sebagai penjaga. |
| akhirnya | Finally we have arrived. Akhirnya kita sampai juga. |
| sebenarnya | Actually he is the doer. Sebenarnya dia pelakunya. |

** will touch more on this when we do more on article reading.

Ending with a 'wan' and 'wati'...

1. To distinguish between the two genders...

| Word | English | Example | Meaning |
|---------|-----------|-----------|------------------|
| ...wan | for man | karyawan | male employees |
| ...wati | for woman | karyawati | female employees |

2. 'wan' is also used to describe jobs and people

| Example | Meaning |
|-------------|---------------------|
| bangsawan | from a noble family |
| jutawan | a millionaire |
| wartawan | a reporter |
| sukarelawan | a volunteer |

Summary of Affixes (Simplified)

| From / change to | verbs | Types | adjectives | nouns |
|------------------|-----------------------|----------------------------------------|-----------------------------------------|-------------------------------------------------------|
| verbs | Big 5 of "me-" family | (active) Me- Me- -kan Me- -i | Ter- (already) Ber- (reflexive verb) | Pe- (person or thing) |
| | | (passive) Di- Di- -kan Di- -i | | |
| | ter | Suddenly | | Pe- -an (thing) |
| | | Accidentally | | |
| | | Already | | |
| | (tidak ter-) | Negative | | |
| adjectives | Me- -kan | Mem+per | Ter- (most) Ber- (to have) | Pe- (person) Ke- -an (thing) Per- -an (process) |
| nouns | Me- -i | | Ber- (to have) | Pe- -an, -an |

Lesson 10: The Right YN Questions

TYPES OF QUESTIONS

Generally, there are 2 kinds of questions:

1. THE “YES-NO” QUESTIONS (YNQ)

| | | |
|---|--------------|----------------------------|
| 1 | yes | ya |
| 2 | no | ngak / tidak (adj n verbs) |
| | | bukan (nouns) |
| 3 | I don't know | gak tau / tak tau |

2. THE “WH” QUESTIONS (WHQ)

Not enough to answer with ‘yes’ or ‘no’

TYPES OF QUESTIONS

Generally, there are 2 kinds of questions:

1. THE “YES-NO” QUESTIONS (YNQ)

3 Types:

1. TBV Questions
2. Do-Ha Questions
3. Or-Of Questions

2. THE “WH” QUESTIONS (WHQ)

Not enough to answer with ‘yes’ or ‘no’

6W1H

TYPES OF YNQ QUESTIONS



YNQ (Yes No Questions)

3 Types of YNQ,

1. TBV Questions

To-be-verb Questions:

Am, Is, Are, Was Were

2. Do-Ha Questions

Questions that begin with the family of:

“Do” : Do, Does, Did

“Have” : Have, Has, Had

3. Or-Of Questions

Order & Offer Questions:

Can, Could, May, Should, Must, Will, Would

TYPES OF YNQ QUESTIONS

TBV

1. (TBV Questions)

This type of Questions involve the use of “TBV” & PN

example:

what are they asking?

Are you going to his party now?

Is he sleeping in the room?

Was she looking for her cat?

V+ing

Am I too early this time?

Is she too short for the job?

Are you ready to go yet?

Adjective

Is there anyone at the door?

Is he still at the office?

Were you on the 4.30pm plane?

Preposition

Was he beaten up at the party?

Were they fired by the boss?

Was she hit by the ball?

V3

1. (TBV Questions)

Generally for TBV Questions, we use this word:

So, for TBV questions related to “**verb + ing**”, we have to use the following characters:

Apakah (person) sedang **(Verb)**

1. *Are you* looking for (cari) me?

Apakah anda sedang **mencari** saya?

2. *Is he* reading (baca) a book?

Apakah dia sedang **membaca** buku?

3. *Is she* cooking (masak) soup?

Apakah dia sedang **memasak** sup?

2. (TBV Questions)

But for two “going” and “coming” we have to be careful of the context of the question and choose between:

Apakah ...sedang... Or Apakah ... mau...

1. Are you going to the market?

1A. Are you about to go to the market?

Apakah anda mau ke pasar?

1B. Are you on the way to the market?

Apakah anda sedang ke pasar?

3. Are they coming to that event?

Apakah mereka mau ke acara itu?

Apakah mereka sedang ke acara itu?

3. (TBV Questions)

So, for TBV questions related to “**preposition**”, we have to use the following characters:

Apakah (person) **di** (Place)

1. *Are you **at** the airport?*

Apakah anda **di** bandara / airport?

2. *Is he **at** the office?*

Apakah dia **di** kantor?

3. *Are they **at** the provision shop?*

Apakah mereka **di** warung?

4. (TBV Questions)

When the question has a “**Ving**” and a **location** in it,
we just follow the English sentence structure:

Apakah (person) (verb+ing) di (Place)

1. *Is she* sleeping?

Apakah dia lagi / sedang tidur?

2. *Is she* sleeping in the room?

Apakah dia lagi tidur di kamar?

3. *Is he* working in the office?

Apakah dia lagi/sedang kerja di kantor?

5. (TBV Questions)

When we are asking using “**adjectives**”, we use the following structure:

Apakah (person) (adjective)

1. *Are you tired (capet)?*

Apakah anda **capet**?

2. *Is he busy with his work (kerja)?*

Apakah dia **sibuk** dengan **pekerjaannya**?

3. *Are you worry about his health (sehat)?*

Apakah anda **khawatir** dengan **kesehatan** dia?

6. (TBV Questions)

When the questions involve the use of “V3”, the term ‘by’ is definitely involved:

a) without “by” **Apakah ... di(verb)**

Was he beaten up (pukul) at the carpark?

Apakah dia dipukuli di tempat parkir?

b) with the usage of ‘by’ **Apakah.. di(verb)..oleh**

Were they fired (pecat) by their boss?

Apakah mereka dipecat oleh majikannya?

TYPES OF YNQ QUESTIONS

Do-Ha

1. ('Do-Ha' Questions)

Generally for **Do** Questions, we use these words:

Apakah

eg:

Do you **come** (datang) **here** often (sering)?

Apakah anda sering **ke sini**?

Does he **work** (kerja) in the bank?

Apakah dia **bekerja** di bank?

Did you **attend** (hadir) the meeting this morning?

Apakah dia **menghadir** di rapat tadi pagi?

2. ('Do-Ha' Questions)

Under the following circumstances, we must use different words to represent the different English words:

Do you want to eat fried chicken?
Maukah makan ayam goreng?

Do you like to dance / dancing?
Sukahkah berdansa?

Do you like to watch horror movies?
Sukahkah nonton film horror?

Do you have some pens? Is / Are there wild animal(s) here?
Punya/Adakah pena? Adakah binatang liar di sini?

Do you know how to cut a fish?
Taukah (bagaimana) cara memotong ikan?

Whenever these forms are used, the personal nouns can be omitted.

3. ('Do-Ha' Questions)

Careful: 'DO YOU MIND ...?': usage

eg: Do you mind if I join in?

Apakah berkeberatan jika saya bergabung?

Answer:

Yes, I do. *Maaf, kami berkebaratan.*

No, I don't. *Sama sekali tidak.*

4. ('Do-Ha' Questions)

Generally for **Have** Questions, there are 2 situations:

eg:

1. already = sudah

Have you **seen** (**tonton**) this movie yet?

*Sudahkah anda (**me**)**nonton** film ini?*

Has he taken (**ambil**) the tickets?

*Sudahkah dia **mengambil** karcis itu?*

2. ever = pernah

Have they ever **enter** into (**masuk ke**) the finals before?

*Pernahkah mereka **masuk** ke bab final?*

Have you ever **eaten** (**makan**) a 3kg big crab before?

*Pernahkah kamu **makan** kepiting seberat 3 kilo?*

TYPES OF YNOQ QUESTIONS

Or-Of

3. Or-Of Questions: (Order Offer Questions)

3.1. need / ask for something:

| | | | |
|-------|----|------|---------|
| CAN | P1 | | article |
| COULD | & | HAVE | + |
| MAY | P3 | | noun |

Bolehkah?

eg:

Can I have (ask for) a pen?

Bolehkah saya minta pena satu ?

Can he buy (ask for) a computer?

Bolehkah dia minta sebuah komputer?

May I have (ask for) a glass of water?

Bolehkah saya minta segelas air?

Could she have (ask for) the keys?

Bolehkah dia minta kuncinya?

3. (Order Offer Questions)

3.2. ask for permission:

| | | |
|-------|----|----|
| CAN | P1 | V1 |
| COULD | & | |
| MAY | P3 | |

Bolehkah?

eg:

Can I eat now?

Bolehkah saya makan sekarang?

Can he leave (berangkat) at 3pm today?

Bolehkah dia berangkat jam 3 sore hari ini?

May I come in (masuk) please?

Bolehkah saya masuk?

3. (Order Offer Questions)

3.3. asking for help; request; availability

| | | |
|-------|----|----|
| CAN | P2 | V1 |
| COULD | | |

Boleh/Bisakah?

eg.

Can you help (bantu) ?

Bolehkah / Bisakah **membantu** saya?

Can you open (buka) the box?

Bolehkah / Bisakah **membuka** kardus**nya**?

Can you clear (buang) the rubbish?

Bolehkah / Bisakah **membuang** sampah**nya**?

3. (Order Offer Questions)

3.4. seeking advice:

| | | | |
|--------|----|------|------|
| SHOULD | 8P | HAVE | Noun |
| | | V1 | |

Sebaikkah?

eg:

Should (is it better) I have another drink?

Sebaikkah saya menambah minuman lagi?

Should (is it better) he take more rest (istirahat)?

Sebaikkah dia lebih banyak beristirahat?

Should (is it better) I take him to the doctor?

Sebaikkah saya membawa dia ke dokter?

Should (is it better) we take the next (berikut) train?

Sebaikkah kita naik kereta yang berikut?

3. (Order Offer Questions)

3.5. is it necessary? :

| | | |
|------|---|----|
| MUST | P | V1 |
|------|---|----|

Seharuskah?

eg:

Must I eat this fish?

Seharuskah saya makan ikan ini?

Must we do (laku) this?

Seharuskah kita melakukan ini?

Must you sleep so late?

Seharuskah kamu tidur selanjut malam ini?

Must he go to the ceremony?

Seharuskah dia menghadiri di acaranya?

3. (Order Offer Questions)

3.6. making an offer:

Would you like...? Maukah ...?

eg:

Would you like a cup of coffee?

Permisi, maukah kopi?

3. (Order Offer Questions)

3.7 Is something going to happen?

| | | | |
|------|---|----|-----------|
| WILL | P | V1 | |
| | | BE | Ving |
| | | | Adjective |

Akankah?

eg:

Will he come to our party?

Akankah dia hadir di acara kami?

Will they be going to the picnic?

Akankah mereka pergi picnic?

Will we be safe (aman) in here?

Akankah kita aman di sini?

3. (Order Offer Questions)

3.7B. Is something going to happen?

| | | | |
|------|---|----|---------|
| WILL | P | BE | V3 + by |
|------|---|----|---------|

eg:

Will I be seen **by** the reporters?

Akankah saya dilihat **oleh** wartawan?

Will they be caught (tangkap) **by** the police?

Akankah mereka ditangkap **oleh** polisi?

Will you allow (izin) her to go?

Akankah anda mengizinkan dia untuk pergi?

Will you be allowed by her to go?

Akankah anda diizinkan oleh dia untuk pergi?

RECAP**ANSWER → 'YES' OR 'NO'**

| YNQ | (beginning word) | | (usage for) |
|-------------|-------------------------|---------|--------------------------|
| TBV | am, is, are, was, were | | Apakah |
| DoHa | do, does | | Apakah |
| | did | | Apakah |
| | do...want | | Maukah |
| | do...have, (TBV) there | | Punyaikah, Adakah |
| | do...know how to | | Tahukah + cara |
| | have, has | already | Sudahkah |
| | | ever | Pernahkah |

| YNQ | (beginning word) | (usage for) |
|----------------|---------------------------------|--------------------|
| Offer Order | can, could, may (noun) | Bolehkah....minta |
| | can, could, may (permission) | Bolehkah |
| | can (for help) | Bolehkah / Bisakah |
| | should | Sebaikkah |
| | must | Seharuskah |
| | Would you like | Permisi, maukah |
| | will | Akankah |

Conversation Practice: Eating

| ENGLISH | INDONESIA |
|------------------------------------------------------------------|----------------------------------------------|
| Take away please | Permisi dibungkus, dibawa pulang |
| Eat here | Makan sini |
| Order Delivery | Pesanan diantar |
| The bill please | Permisi minta bonnya |
| I need a receipt | Saya butuh struknya |
| We go on dutch | Bayar Masing-masing |
| My treat | Saya yang traktir |
| Keep the change | Simpan aja kembaliannya |
| That's it | Selesai, kan? |
| We don't want it | Kita tidak mau ini |
| Please clear the table | Tolong membersihkan meja / diangkat pir |
| Table for | Just say the number of persons ..."ber....." |
| Not finish eating yet | Belum selesai makan |
| I'd like to reserve a table (challenge: how to book a table?) | Saya mau booking (pesan) satu meja. |
| The food is very nice / very delicious | Makanannya enak / sedap sekali |
| Where to eat | Makan dimana? |
| To call male waiter | Permisi, Mas! |
| To call female waiter | Permisi, mbak! |
| Can I have the menu? | Bolehkah minta menunya? |

What's the restaurant's specialty?

Apa yang istimewa disini?

I want to order ...

Saya mau pesan ...

How much is it altogether?

Berapa semuanya?

Thank you

Terima kasih

| ENGLISH | INDONESIA | ENGLISH | INDONESIA |
|----------------|---------------|------------------|-------------------------|
| salty | asin | sweet soy | kécap manis |
| salt | garam | salt soy | kécap asin |
| pepper | merica | cold | dingin |
| need more salt | kurang asin | chicken | ayam(daging ayam) |
| too salty | terlalu asin | duck | bébék(daging bébék) |
| sweet | manis | beef | sapi(daging sapi) |
| sugar | gula | lamb | kambing(daging kambing) |
| sour | asam(asem) | pork | babi(daging babi) |
| hot | panas | shrimp | udang |
| hot(spicy) | pedas | ikan | fish |
| chilli sauce | sambal / saus | drink | minum |
| tomato ketchup | saus tomat | bill | bon |
| milk | susu | tea (plain) | teh tawar |
| coffee | kopi | tea (with sugar) | teh manis |

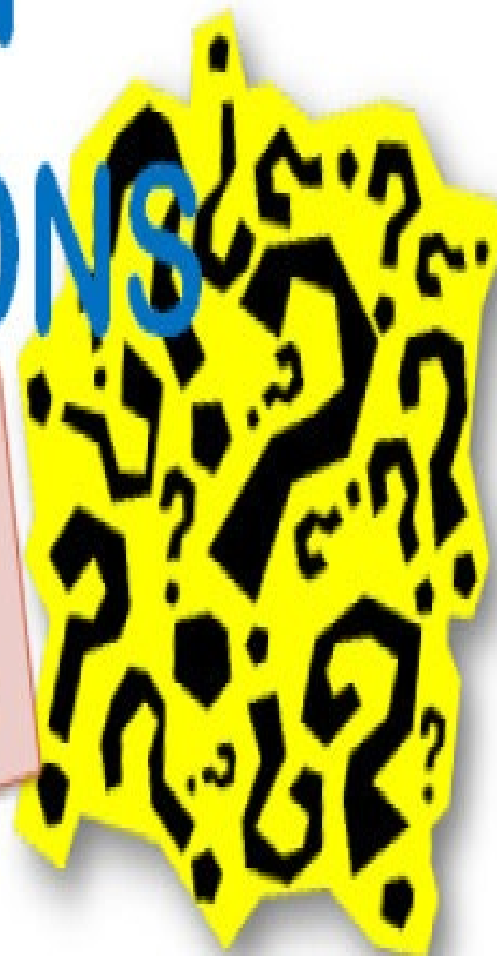
CHECKLIST (KEY WORDS FOR QUESTIONS)

| YN QUESTIONS | Key words 1 | |
|------------------------|------------------------|---------|
| TBV | am, is, are, was, were | |
| DO-HA | do, does | |
| did | | |
| do...want | | |
| do...have | | |
| do...know how to | | |
| do...like | | |
| have, has | ever | already |
| Order Offer | can, could, may (noun) | |
| can, could, may (verb) | | |
| can (for help) | | |
| should | | |
| must | | |
| would you like | | |
| will | | |

Lesson 11: THE RIGHT WH QUESTIONS

PART 2

TYPES OF QUESTIONS



WH QUESTIONS (WHP)

They are called the WH Questions because each of these words contains the letter 'w' and 'h'. There are 6WH questions and 1HW.

6B. WH QUESTIONS(WHP)

6Wh1Hw

Remember the aim of the question, not the meaning:

| term | answer |
|-------------|--------------------------|
| Who / Whose | Siapa(kah) / Punya Siapa |
| Why | Mengapa / Kenapa |
| What | Apa |
| When | Kapan |
| Where | Ke / Di mana, Dari mana |
| Which | Yang mana |

There is a very easy way to remember the basic 6Wh:

- a) 2 threes (2 Wh with 3 letters; Who (& Whose) and Why)
- b) 2 fours (2 Wh with four letters; What and When)
- c) 2 fives (2 Wh with five letters, Where and Which)

6B. WH QUESTIONS (WHP)

6Wh1Hw

Remember the aim of the question, not the meaning:

| term | answer |
|----------------------------|-----------------------------------------------------|
| Who / Wh ose | Siapa(kah) / Punya Siapa name, person |

Who is he? **Siapakah dia?**

Who is Tom? **Siapakah Tom?**

Who **did** this? **Siapakah pelakunya?**

Who called for me? **Siapa yang memanggil saya?**

Who is **coming**? **Siapa akan datang?**

Who is **sleeping**? **Siapa yang sedang tidur?**

Who is with you? **Siapa yang bersama kamu?**

Whose drink is this? **Minuman ini punya siapa?**

6B. WH QUESTIONS (WHP)

6Wh1Hw

Remember the aim of the question, not the meaning:

| term | answer |
|------|----------------------------------------|
| Why | Mengapa / Kenapa reason, excuse |

Mengapa: for questions with explanation

Why is the sky blue? Mengapa langitnya biru?

Why does the volcano erupt? Mengapa gunungnya meletus?

Why do you want to learn? Mengapa kamu mau belajar ini?

Kenapa: for interrogating questions

Why did you torn up the letter?

Kenapa kamu menyobek surat ini?

Why are you late? Kenapa kamu terlambat?

Why they don't let me know?

Kenapa mereka tidak memberitahui saya?

6B. WH QUESTIONS (WHP)

6Wh1Hw

Remember the aim of the question, not the meaning:

| term | answer |
|------|----------------------|
| What | Apa thing, person |

What would you like to drink?

Kamu mau minum apa?

What is your favorite colour?

Warna favorit kamu apa?

What are you talking about?

Kalian lagi bicara tentang apa?

The “apa” usually appears at the end of the questions in bahasa Indonesia.

6B. WH QUESTIONS (WHP)

6Wh1Hw

Remember the aim of the question, not the meaning:

| term | answer | |
|------|--------|--------------------------------------------------|
| When | Kapan | time related: time, dates, day, month, year etc. |

When did you arrive?

Kapan kamu sampai?

When should we leave?

Kapan sebaiknya kita berangkat?

When is your birthday / birth dates?

Kapan ulang tahun kamu?

Kapan tanggal lahir kamu?

6B. WH QUESTIONS (WHP)

6Wh1Hw

Remember the aim of the question, not the meaning:

| term | answer |
|-------|------------------------------------------|
| Where | Ke / Di mana location, address, position |

ke/di mana: where to / at where dari mana: from where

Where are you going? Kamu mau ke mana?

Where is the toilet? Kamar mandi di mana?

Where have you been / are you from?

Kamu dari mana?

Excuse me, where is the bus terminal?

Numpang tanya pak/mbak, terminal bis di mana?

Hw QUESTION (How)

This is called the Hw Question because it contains the letter 'H' and 'W' in the word. And this is the word "How". And we use it in 4 situations to ask a question.

6B. WH QUESTIONS (WHP)

7.1. HOW condition: **bagaimana keadaan**

| HOW | TBV / Fren | PN |
|-----|------------|----|
|-----|------------|----|

eg:

1. How is she? (condition)

Bagaimana keadaannya?

2. How are you today? (greetings)

Apa kabar? Kabarnya baik?

3. How are you today? (condition)

Bagaimana dengan keadaan?

6B. WH QUESTIONS (WHP)

7.2. How procedure: **bagaimana cara**

| | |
|-----|-------------------------------------|
| HOW | DO |
| | CAN, MUST, WILL, SHOULD, COULD, MAY |
| | TO |

eg:

1. How can I help you?

Bagaimana cara membantu kamu?

2. How do you open this?

Bagaimana cara membuka ini?

3. How to slice the fish?

Bagaimana cara memotong ikan ini?

6B. WH QUESTIONS (WHP)

7.3. HOW (price / amount): **beberapa**

| | | | | |
|----------|-----|------|--------------------|-----------------|
| (price) | HOW | MUCH | harganya beberapa? | |
| (amount) | | MANY | C | beberapa banyak |
| | | MUCH | UC | |

eg:

1. How much **is** this? (What is the price of this?)

Harganya beberapa ini?

2. How **many** students do you have?

Kamu mempunyai beberapa banyak siswa?

3. How **much** water can this container be filled?

Wadah ini bisa diisi beberapa banyak air?

4. How **much** water can this container fill?

Wadah ini bisa mengisi beberapa banyak air?

6B. WH QUESTIONS (WHP)

7.4. HOW + "ADJECTIVE" :

| HOW | adjective |
|-----|-----------|
|-----|-----------|

eg:

How old...

How many times

How far

How long (length)

How long (duration)

How soon / fast

**Seberapa +
adjective**

Seberapa tua

Seberapa kali

Seberapa jauh

Seberapa panjang

Seberapa lama

Seberapa cepat

recap

| term | answer | |
|-------------|--------------------------------------|----------------------|
| Who / Whose | Siapa (kah) (si-ia-pa) / Punya siapa | |
| Why | Mengapa / Kenapa | |
| What | Apa | |
| When | Kapan | |
| Where | Ke / Di mana, Dari mana | |
| Which | Yang mana | |
| How | condition | bagaimana keadaan |
| | procedure | bagaimana cara |
| | price | harganya beberapa |
| | quantity | beberapa banyak |
| | adjective | seberapa (adjective) |

CHECKLIST (KEY WORDS FOR QUESTIONS)

WH QUESTIONS

WHO / WHOSE

WHY

WHAT

WHEN

WHERE

WHICH

HOW

condition

procedure

many, much

price

quantity

adjective

Lesson 12: THE FINAL PIECE

MAP of INDONESIA

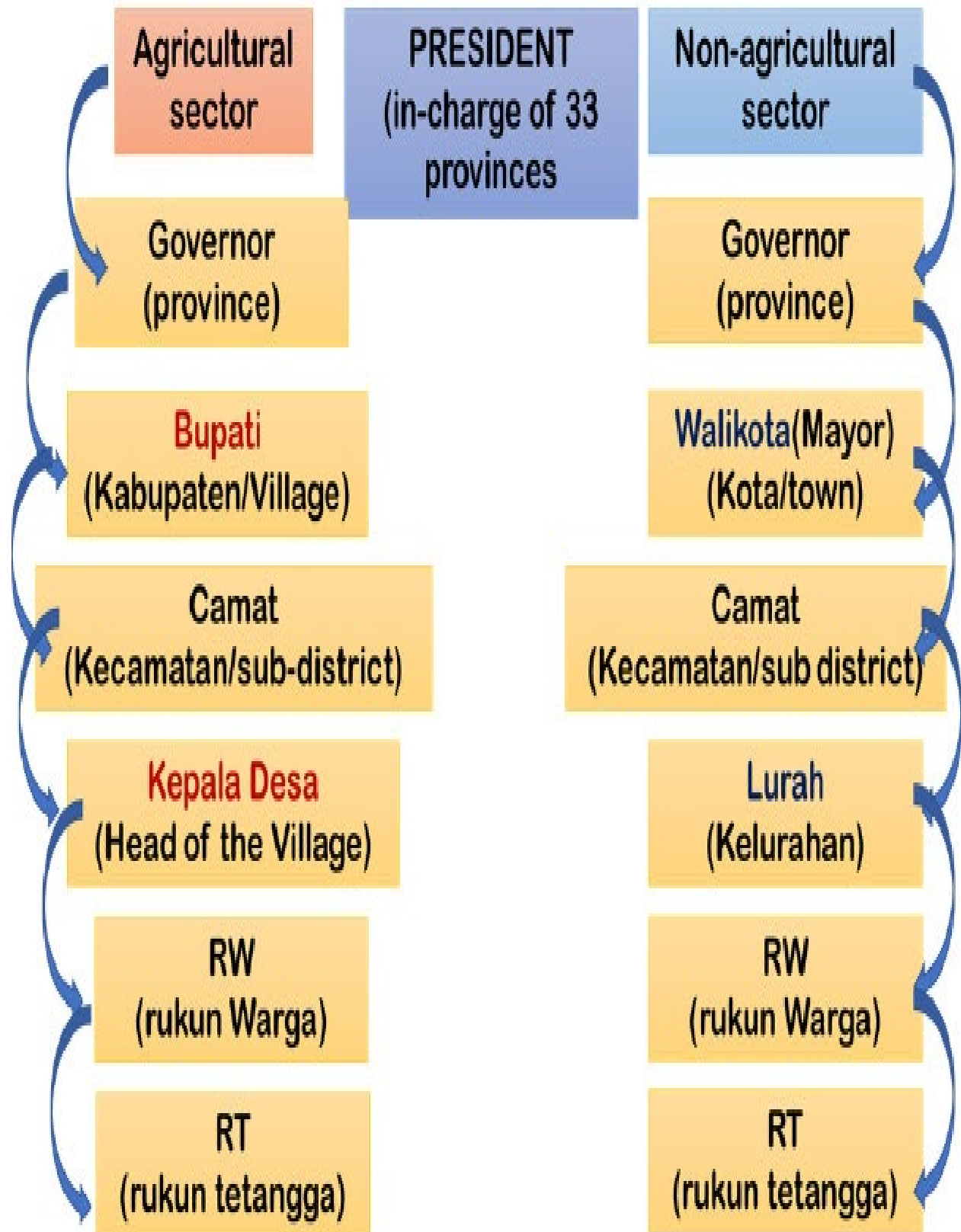


| Sno | Geographical location | Main cities | Division |
|-----|-----------------------|-------------|----------------------------------------|
| 1 | Sumatera | 10 | Aceh, Utara, Barat, Riau, Jambi, Selat |
| 2 | Jawa | 6 | DKI, ---Barat, ---Tengah, Istimewa,--- |
| 3 | Nusa Tenggara | 3 | Bali; ---Barat; ----Timur |
| 4 | Kalimantan | 4 | Barat, Tengah, Selatan, Timur |
| 5 | Sulawesi | 6 | Utara, Tengah, Selatan, Tenggara, Gor |
| 6 | Maluku | 2 | Maluku; Maluku Utara |
| 7 | Papua | 2 | Papua Barat; Papua |
| | Total | 33 | PROVINCES |

SUMMARY OF GOVERNMENT PERSONNEL

| Type (Indonesian) | Type (English) | Head of |
|-----------------------------------------------|-------------------------|-----------------|
| provinsi or propinsi | Province | Gubernur |
| Kabupaten | Regency | Bupati |
| Kota | City | Wali Kota |
| Kecamatan, (in Papua and West Papua: Distrik) | Subdistrict or District | Camat, Distrik |
| Desa and Kelurahan | Village | Lurah/Kelurahan |

PROFIT GENERATION AND CONTROL



SYSTEM OF INDONESIA GOVERNMENT

(Sistem pemerintahan)

**LAW MAKERS
(Enforcers)**

MPR

DPR

DPD

MA

MK

BPK

**GOVERNMENT
SYSTEM**

EXECUTORS

President

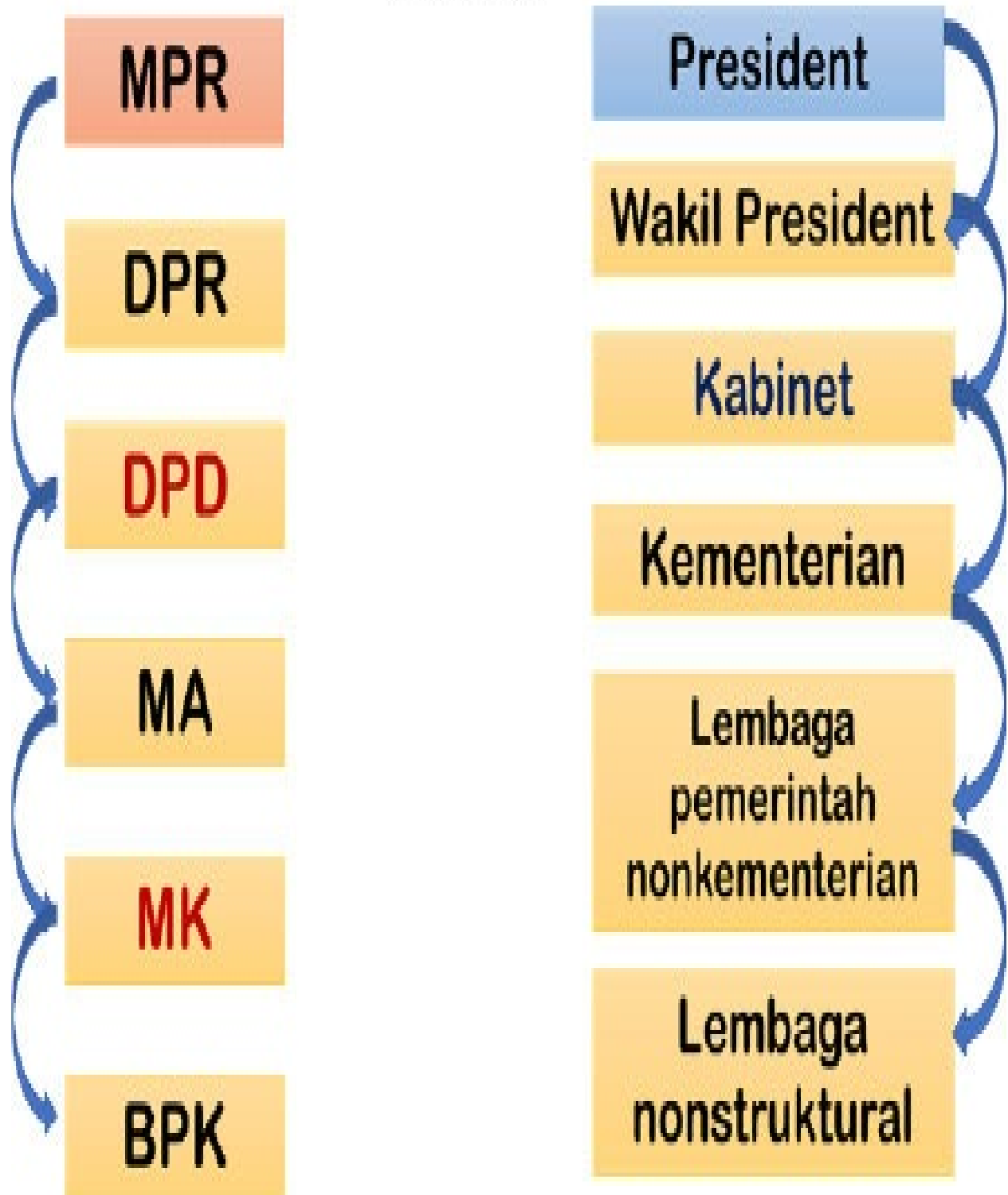
Wakil President

Kabinet

Kementerian

**Lembaga
pemerintah
nonkementerian**

**Lembaga
nonstruktural**



LAW MAKERS (Enforcers)

MPR (Majelis Permusyawaratan Rakyat) = (Voice of the People)

Made up of the people's representatives from DPR & DPD

DPR or DPR –RI (Dewan Perwakilan Rakyat Republik Indonesia) =

(Representatives of the People)

Made up of members from various political parties voted by the general public, is considered as one of the most corrupted organizations in the whole political system.

MPR (Dewan Perwakilan Daerah) = (Voice of the Regional People)

Made up of the people's representatives from each province voted and selected by the general public.

MA (Mahkamah Agung) = (Supreme Court)

Usually work hand in hand with MK, supposedly to be free from any politically influential parties, The Protectors of the Law.

MK (Mahkamah Konstitusi) = (Constitution of Justice)

Made up of 9 persons: the President, 3 persons from MA, 3 from DPR, 3 others from the president's selection.

KY (Komisi Yudisial) = (Commissioner of Jurisdiction)

An Institution formed to monitor the actions and behavior of all Judges.

Under the Law of UU no 22 tahun 2004.

BPK (Badan Pemeriksa Keuangan) =

(Department of financial investigation)

Assumes the responsibility of managing and accounting for the country's wealth / reserves. Members are selected by DPR, then be up for 2nd screening by DPD, and be officially appointed by the president.

How to use the dictionary?

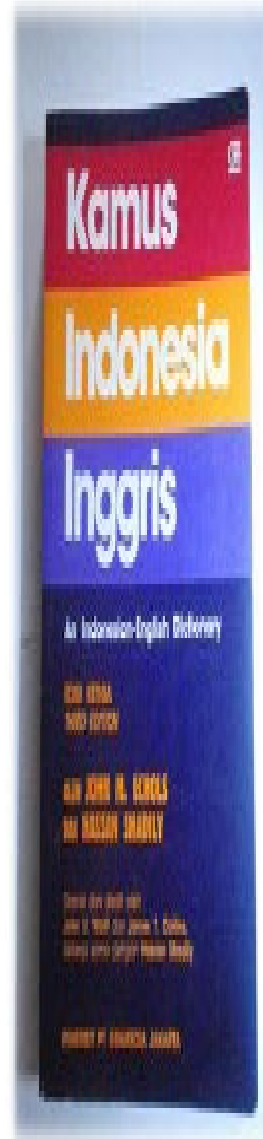
TEACHER'S RECOMMENDATION



Kamus
Inggris
Indonesia

Oleh:
John M. Echols &
Hassan Shadily

NOT TEACHER'S RECOMMENDATION



Kamus
Indonesia
Inggris

Oleh:
John M. Echols &
Hassan Shadily

UNLESS OTHERWISE YOU HAVE A GOOD
UNDERSTAND OF BAHASA INDONESIA



**Kamus
Inggris-Indonesia
Indonesia-Inggris
(Pocket size, good for
travelling)**

Penerbit
PT Gramedia Pustaka Utama
Kompas Gramedia Building
Blok I (Lantai 4-5)
Jl. Palmerah Barat 29-37
Jakarta 10270
www.gramedia.com

L9. How to use the Dictionary

1. the english word

2. pronunciation

3. Meaning

Example:

Interview / 'intərvyʊw / **kb.** Interpiu, wawancara, tanya-jawab. to hold an i. mengadakan wawancara, mewawancarai. – interviewing **kb.** pewawancaraan.

4. Example of
expression in
English

6. Form of
word

5. explanation

L9. How to use the Dictionary

understanding Abbreviation

| <u>Short form</u> | <u>Meaning</u> | <u>In English</u> |
|-------------------|---------------------------|--------------------|
| → <i>kb.</i> | Kata benda | noun |
| <i>kd.</i> | Kata depan | preposition |
| <i>kepu.</i> | Kepunyaan | possession |
| <i>kg.</i> | Kata ganti | pronoun |
| <i>kk.</i> | Kata keterangan | adverb |
| <i>kkb.</i> | Kata kerja bantu | auxiliary verb |
| → <i>kki.</i> | Kata kerja intransitif | intransitive verb |
| → <i>kkt.</i> | Kata kerja transitif | transitive verb |
| <i>kn.</i> | Kata nomor | numeral |
| → <i>ks.</i> | Kata sifat | adjectives |
| <i>ksam.</i> | Kata sambung | conjunction |
| <i>kst.</i> | Kata sandang tertentu | definite article |
| <i>kstt.</i> | Kata sandang tak tertentu | indefinite article |
| <i>s.o.</i> | seseorang | someone |
| <i>spt</i> | seperti | as |
| <i>st</i> | sesuatu | something |
| <i>j</i> | jamak | plural |
| <i>mis</i> | misalnya | for example |

HOW TO GET THE RIGHT MEANING

Translate this sentence: He **spreads** his bread with butter.

Meaning: Dia _____ roti dengan mentega.

Step 1. identify the type of word

Spread = TRANSITIVE VERB

Spread / spred / kb. 1. lebarnya (*of wings*). 2. penyebaran (*of information*). 3. penjaran (*of a disease*). 4. perbedaan (*between income and expenditures*). 5. (*meal*) makan besar. 6. olesan, lumuran, pulasan (*of cheese*). *two-pages s. in a magazine* dua halaman penuh dlm suatu majalah. *to develop a middle-age s.* mendapat tambahan gemuk (di daerah perut) karena sdh setengah tua. --- kkt. (*spread*) 1. menyiarkan, menyebarkan (*the news*). *to s. fertilizer* menyebarkan pupuk. 2. membentangkan (*a sheet, blanket*). *S. the map open* Bentangkanlah peta itu. 3. mengoleskan (*butter on bread*) 4. mengolesi (*bread with butter*). 5. mengembangkan, membentangkan (*wings*). 6. merentangkan (*a net*). *to s. o's payments over three months* mencicil pembayaran orang selama jangka tiga bulan. *to s. a road with tar* mengecat jalan dengan ter. --- kki. 1. menjalar (*of disease, fire, swelling*). 2. menular (*of disease, epidemic*). 3. merambat (*of weeds*). *to s. out* membentangkan (s.t.) . *S. out!* Bersebarlah! *He s. out his arms* Ia merentangkan tangannya. *to spread-eagle* berbaring dgn kaki terkangkang dan tangan terlentang di atas tanah. --- **spreading** kb. 1. menjalarnya, penjaran (*of disease*). 2. perkembangan (*of knowledge*).

STEP 2. identify all the different types of words

Spread / spred / *kb.* 1. lebarnya (*of wings*). 2. penyebaran (*of information*). 3. penjaran (*of a disease*). 4. perbedaan (*between income and expenditures*). 5. (meal) makan besar. 6. olesan, lumuran, pulasan (*of cheese*). *two-pages s. in a magazine* dua halaman penuh dlm suatu majalah. *to develop a middle-age s.* mendapat tambahan gemuk (di daerah perut) karena sdh setengah tua. -- *kkt.*

(spread) 1. menyiarkan, menyebarkan (*the news*). *to s. fertilizer* menyebarkan

KB = kata benda (nouns) *knket*). *S. the map open* Bentangkanlah

KS = kata sifat (adjectives) *ad*) 4. mengolesi (*bread with butter*). 5.

KK = kata kerja (verbs) *gs*). 6. merentangkan (*a net*). *to s. o's*

kkt = transitive verbs *sil* pembayaran orang selama jangka tiga

kki = intransitive verbs *jalan dengan ter.* -- *kki.* 1. menjalar (*of*

disease, fire, swelling). 2. menular (*of disease, epidemic*). 3. merambat (*of weeds*).

to s. out membentangkan (s.t.) . *S. out!* Bersebarlah! *He s. out his arms* Ia

merentangkan tangannya. *to spread-eagle* berbaring dgn kaki terkangkang dan

tangan terlentang di atas tanah. --- **spreading** *kb.* 1. menjalarnya, penjaran (*of disease*). 2. perkembangan (*of knowledge*).

STEP 3. eliminate the wrong type of words

Spread / spred / kb. 1. lebarnya (of wings). 2. penyebaran (of information). 3. penjaran (of a disease). 4. perbedaan (between income and expenditures). 5. (meal) makan besar. 6. olesan, lumuran, pulasan (of cheese). *two-pages s. in a magazine* dua halaman penuh dlm suatu majalah. *to develop a middle-age s.* mendapat tambahan gemuk (di daerah perut) karena sdh setengah tua. -- kkt. (spread) 1. menyiarkan, menyebarkan (the news). *to s. fertilizer* menyebarkan pupuk. 2. membentangkan (a sheet, blanket). *S. the map open* Bentangkanlah peta itu. 3. mengoleskan (butter on bread) 4. mengolesi (bread with butter). 5. mengembangkan, membentangkan (wings). 6. merentangkan (a net). *to s. o's payments over three months* mencicil pembayaran orang selama jangka tiga bulan. *to s. a road with tar* mengecat jalan dengan ter. --- kki. 1. menjalar (of disease, fire, swelling). 2. menular (of disease, epidemic). 3. merambat (of weeds). *to s. out* membentangkan (s.t.) . *S. out!* Bersebarlah! *He s. out his arms* Ia merentangkan tangannya. *to spread-eagle* berbaring dgn kaki terkangkang dan tangan terlentang di atas tanah. --- spreading kb. 1. menjalarnya, penjaran (of disease). 2. perkembangan (of knowledge).

STEP 4. focus and look for the correct answers

Spread / spred / kb. 1. lebarnya (*of wings*). 2. penyebaran (*of information*). 3. penjaran (*of a disease*). 4. perbedaan (*between income and expenditures*). 5. (meal) makan besar. 6. olesan, lumuran, pulasan (*of cheese*). *two-pages s. in a magazine* dua halaman penuh dlm suatu majalah. *to develop a middle-age s.* mendapat tambahan gemuk (di daerah perut) karena sdh setengah tua. --- kkt. (spread) 1. menyiarkan, menyebarkan (*the news*). *to s. fertilizer* menyebarkan pupuk. 2. membentangkan (*a sheet, blanket*). *S. the map open* Bentangkanlah peta itu. 3. mengoleskan (*butter on bread*) 4. mengolesi (*bread with butter*). 5. mengembangkan, membentangkan (*wings*). 6. merentangkan (*a net*). *to s. o's payments over three months* mencicil pembayaran orang selama jangka tiga bulan. *to s. a road with tar* mengecat jalan dengan ter. --- kki. 1. menjalar (*of disease, fire, swelling*). 2. menular (*of disease, epidemic*). 3. merambat (*of weeds*). *to s. out* membentangkan (s.t.) . *S. out!* Bersebarlah! *He s. out his arms* Ia merentangkan tangannya. *to spread-eagle* berbaring dgn kaki terkangkang dan tangan terlentang di atas tanah. --- spreading kb. 1. menjalarnya, penjaran (*of disease*). 2. perkembangan (*of knowledge*).

STEP 5. get the correct answers

Spread / spred / kkt. (spread)

1. menyiarkan, menyebarkan (*the news*).

to s. fertilizer menyebarkan pupuk.

2. membentangkan (*a sheet, blanket*).

S. the map open Bentangkanlah peta itu.

3. mengoleskan (*butter on bread*)

4. mengolesi (*bread with butter*).

5. mengembangkan, membentangkan (*wings*).

6. merentangkan (*a net*).

to s. o's payments over three months

mencicil pembayaran orang selama jangka tiga bulan.

to s. a road with tar

mengecat jalan dengan ter

Spread / spred / kkt. (spread)

1. menyiarkan, menyebarkan (*the news*).

to s. fertilizer menyebarkan pupuk.

2. membentangkan (*a sheet, blanket*)

S. the map open Bentangkan

3. mengoleskan (*butter on bread*) ←

4. mengolesi (*bread with butter*). ←

5. mengembangkan, membentangkan

6. merentangkan (*a net*).

to s. o's payments over three months

mencicil pembayaran orang selama jangka tiga bulan.

to s. a road with tar

mengecet jalan dengan ter

using / applying the
“object (butter)” onto a
“target (bread)”

doing the action directly
to the “target (bread)”

STEP 6: the correct answer

translate this sentence: He spreads his bread with butter.

Meaning:

Dia

mengoles

roti dengan mentega.

PENGUNAAN PREPOSISI (Use of Preposition)

Indonesian has three locative prepositions, namely, di, ke and dari.

Di

The preposition ‘di’ is a locative prepositions — roughly corresponding to the English ‘on, in, at’ – which are often interchangeable without an immediately apparent difference in meaning.

For example:

The particle ‘di’ doesn’t convey any further detail on how the object is being placed, whether it’s in front, inside, etc. To put additional detail, we put a location word after the particle ‘di’.

Below is the list of location words you may use:

Saya menaruh piring di atas meja. I put a plate on the table.

Ibu saya tidur di kamar. My mother sleeps in the bedroom.

Suami saya sedang di kantor. My husband is at work (office).

Ke

The particle 'ke' is to indicate the notion of to a place. It is often coupled with the word "pergi", which means to go.

For example:

| | |
|----------------------------------|----------------------------|
| Bapak pergi ke kantor. | Father goes to the office. |
| Anak-anak pergi ke sekolah | The children go to school. |
| *Saya tidak (pergi) ke mana-mana | *I didn't go anywhere. |

Dari

The particle “dari” is almost synonymous with “from” in English. It is to indicate the origin of something or movement away.

For example:

| | |
|----------------------------------|-----------------------------------|
| Bapak baru datang dari kantor. | Father just came from the office. |
| Suami saya berasal dari Amerika. | My husband is from America. |
| *Baju saya terbuat dari katun. | *My dress is made of cotton. |

Other prepositions relate more to a person, namely, kepada, pada and untuk.

‘Kepada’ is used for the verbs that need the particle ‘to’. But in spoken/informal Indonesian, people may violate this rule and use “ke” instead of the proper “kepada”.

Saya mengirim surat kepadamu.

Dia jatuh cinta kepadaku.

Saya ingin mengucapkan terima kasih kepada bapak dan ibu yang hadir malam i

Pada

In spoken Indonesian it is acceptable to use ‘di’ to indicate the existence of a noun at someone. In formal Indonesian it is not correct to say: “Bukumu ada di saya” to mean “Your book is with me”. Rather, you should use the particle “pada”, i.e. “Bukumu ada pada saya”.

Untuk

The particle “untuk” is almost synonymous with “for”. It is also to explain the usage of a thing.

For example:

| | |
|------------------------------|------------------------------|
| Kemeja ini untukmu. | This shirt is for you. |
| Panci ini untuk memasak sup. | This pot is for making soup. |

A LIST OF COMMON PREPOSITIONS (DAFTAR PREPOSISI)

| | | |
|--------------------------------------------|---------------------------|------------------|
| about | sekitar (approximately) | at once |
| tentang (relating to a particular subject) | at last | akhirnya |
| mengenai (relate to nature or character) | at least | setidak-tidak |
| above | di atas (position) | at most |
| lebih tinggi dari (more than) | at once | segera / secepat |
| according to | menurut | because of |
| across | di seberang | before |
| after | sesudah / setelah | before |
| against | melawan | behind |
| along | sepanjang | behind |
| among | di antara | behind |
| apart from | selain daripada | below |
| around | sekitar | below |
| around | keliling | beneath |
| as | sebagai | beside |
| as | karena | beside |
| as of | mulai (from) | besides |
| as of | sampai (till) | between |
| as though | seolah-olah / seakan-akan | between |
| as to | mengenai | (is) beyond |
| at (place) | di (tempat) | by (position) |

| | | |
|--------------|-------------------|------------------|
| at (time) | pada (waktu) | by (doer) |
| at (request) | atas (permintaan) | by (transport) |
| at all | sama sekali | by (law / court) |
| at all costs | bagaimanapun juga | by means of |
| at first | mula-mula | concerning |

A LIST OF COMMON PREPOSITIONS (DAFTAR PREPOSISI)

| | | |
|---------------------------------|------------------------------|-------------------------|
| despite | meskipun | (came) off |
| (go) down | turun ke bawah | on (position) |
| during | pada waktu | on (road name, address) |
| except | kecuali | on (day) |
| for | untuk | on (topic) |
| for | bagi | on top of |
| for | selama | opposite |
| for | atas | out |
| (feelings) for | terhadap | outside |
| for the sake of | demi (kepentingan) | over |
| from (a place or thing) | dari | past |
| (starting) from | mulai | regarding |
| from (a given time in the past) | sejak | round |
| in (something) | di dalam | since |
| in (country, town) | di | through |
| in (language) | dalam | throughout |
| in the name of | atas nama | till |
| in (time span) | lagi | to (place) |
| in case of | andaikata, jika | (treatment) to |
| in front of | Di depan | (talk) to |
| in place of | sebagai pengganti / daripada | to (something) |

inside

in spite of

di dalam, ke dalam

walaupun

towards

under

A LIST OF COMMON PREPOSITIONS (DAFTAR PREPOSISI)

| | | | |
|---------------|--------------------------------------|------------|---------------------|
| instead of | daripada | underneath | di bawah |
| into | ke dalam / menjadi | unlike | tak serupa, tak sar |
| like | sama dengan / seperti | until | hingga, sampai |
| near | dekat | up | naik, sebelah sana |
| next | di samping / di sebelah | up to | hingga, sampai |
| of | will be explained at a later session | with | dengan, serta, pak |
| off (holiday) | libur, cuti | within | sampai, dalam, tic |
| (switch) off | mematikan | without | tanpa |

The Use of ‘Of’ : follow the English sentence structure

| In English | Becomes | In Bahasa Indonesia |
|------------------------|-------------|---------------------|
| The name of the street | name street | nama jalan |
| The roof of the house | @roof house | atap rumah |
| The color of the fan | colour fan | warna kipas |

1. The fill and the filled:

a pack of tissue

sepak tissue

a cup of coffee

secangkir kopi

a box of chocolate

sekotak coklat

a box of papers

sekadus kertas

2. Collective description:

a piece of cake

sepotong kue

a school of fish

sekelompok ikan

a dozen of pen

selusin pena

a pinch of salt

segenggam garam

3. Position:

| | |
|-------------------------|--------------------|
| the back of the house | di belakang rumah |
| the edge of the knife | di pinggil pisau |
| the front of the school | di depan sekolahan |
| the top of the table | di atas meja |

4. Character and the person / object:

| | |
|------------------------|-----------------------|
| a woman of dark skin | wanita berkulit hitam |
| a man of great courage | seorang pemberani |
| a man of medium height | laki berbada sedang |
| a painting of beauty | Lukis yang indah |

5. Capital Cities :

Jakarta is the capital of Indonesia

Ibu kota Indonesia adalah Jakarta

Bangkok is the capital of Thailand

Ibu kota Thailand adalah Bangkok

The capital of Philippine is Manila

Ibu kota Filipina adalah Manila

6. A division / part of something:

A part of her estate **sebagian dari hartanya**

He is one of us. **Dia adalah bagian dari kita**

CONJUNCTION / KATA SAMBUNG (KSAM)

| English | Bhs Indonesia | English | Bhs Indonesia |
|-----------------|-----------------------------|---------|-----------------|
| after | setelah, sesudah | only if | seandainya |
| although | walaupun | or | atau |
| although | meskipun | or else | kalau tidak, |
| and | dan | since | sejak |
| as | seperti (like) | since | karena |
| as | se-"adjective" (similarity) | so | oleh sebab itu |
| as | ketika | so that | supaya |
| as | karena | still | masih |
| because | karena | than | daripada |
| because of | disebabkan oleh | that | bahwa |
| before | sebelum | then | maka |
| both ... and... | ...dan... sekaligus | then | kemudian, lalu |
| but | tetapi | then | lalu |
| either ... or | ...atau....akan | till | hingga |
| even if | sekalipun | till | sampai |
| even though | sekalipun, sungguhpun | though | meskipun, walau |
| for | karena | unless | kecuali kalau |
| however | bagaimanapun | until | sampai |
| however | akan tetapi | when | bilamana |
| if | jika, kalau | when | ketika |

| | | | |
|---------------------|---------------------------|----------------|--------------------|
| if | apakah | whether...or | apakah...atau |
| in case | jika seandainya | whether or not | ataukah ... atau t |
| in order that | agar, supaya | while | ketika |
| neither ... nor | baik...maupun | while | sementara |
| not only...but also | bukan hanya...tetapi juga | yet | namun |
| now that | sejak | | |

VERY USEFUL COMMON WORDS FOR ANSWERING

| | | | | | |
|-----------------------------|-----------------------------|-------------------|-------------------|--------|------------------|
| FREQUENCY | NEVER | SELDOM/ RARELY | SOMETIMES | OFTEN | ALWAYS |
| | TIDAK PERNAH | JARANG | KADANG- KADANG | SERING | SELALU |
| DEGREE OF LIKE | NEVER AT ALL LIKE | | DON'T LIKE | LIKE | VERY LIKE |
| | SAMA SEKALI TIDAK (SUKA) | | TIDAK (SUKA) | (SUKA) | (SUKA) SEKALI |
| YES / HAVE ALREADY | YA | | | SUDAH | ADA |
| NO / DUN HAVE NOT YET | TIDAK (VERB, ADJ) | BUKAN (NOUNS) | NGGAK (REJECT) | BELUM | TIDAK ADA |
| DO / CAN | COBA | BOLEH | BISA | | |
| DON'T / CANNOT | JANGAN | TIDAK BOLEH | TIDAK BISA | | |

Conversation Practices

Go Shopping

ENGLISH

Let's go shopping

How much is this one?

Just browsing/looking around

Looking around first

Can I take a look at this?

Can I try this on?

Do you have M size?

I want to buy this one

Why is it so expensive?

Wow .. that's expensive, isn't it?

Wow .. that's too expensive for me

Can you make it cheaper?

Can I make a bargain?

Give me less price

What is your best price?

Excuse me, where is the Woman's Clothes Department?

Excuse me, does this shop carry shoes?

Do you accept credit card? Do you take Visa/Amex/Master? Can I pay by credit

Change money

| ENGLISH | INDON |
|-----------------------------------------------------------------------|----------|
| Where can I change my money? | Di man. |
| I need to change my money | Saya pe |
| I don't have small change | Saya ng |
| Sir, where is the money changer? Sir, where can I find money changer? | Di man. |
| What is the exchange rate today? | Kursny, |
| Do you accept American dollars? | Apakah |
| I want to change 2 hundred American Dollars. | Saya m. |
| How much can I get? | Saya bi: |

APPENDIX

FINAL PARTICLES (for reading purposes)

DEH

Meaning: I am telling you; that's certainly the case; why don't you; do it!; don't do it!

Application:

1. Particle 'deh' occurs with statements as an emphatic particle urging the listener to believe what is being said: 'I am telling you; that's certainly the case'.
2. It frequently follows adjective predicates, emphasizing the quality.
3. In an imperative structure 'deh' strongly urges the listener to do something: 'why don't you; do it!'. or with a negative 'don't do it!'.
4. "Déh" can also be used in different context and can have different meanings such as to show that you don't mind or to agree on things because you have no choice.

Examples:

| | |
|------------------------------------|-------------------------------------------------|
| Nggak tau deh. | I don't know, I tell you. |
| I udah bilang berkali-kali deh. | I've told you many times, haven't I. |
| Pasti gendut deh anaknya. | His kid must be fat. |
| Jangan pacaran lama-lama deh. | Don't have a long term relationship. |
| Gue minum Coca Cola aja deh. | I drink Coca-Cola then (because there's not mai |
| Film itu bagus sekali, nonton deh. | That movie is good, I suggest you watch it. |

DONG

‘Dong’ occurs:

- 1.in statements to give strong emphasis, with a suggestion that the listener should already know that what is said is the case;
- 2.to express a praise as well as accentuate impatience, pride or disappointments;
- 3.in imperatives, making them more emphatic, to refine an injunction/instruction sentence, to persuade, to politely ask;
- 4.following the statement or command;
- 5.as an insertion within the proposition.

‘Dong’ is never placed in the beginning of the sentence. Generally it is placed after the word, the phrase or the sentence that needs to be emphasize.

Examples:

| | |
|----------------------------|--------------------------------------------|
| Lebih dong. | Get me more please or Of course it’s more. |
| Enggak dong. | Of course not. |
| Jangan begitu dong. | Please don’t be like that. |
| Bilang dong ‘terima kasih. | You should say ‘thank you’. |

LAH

‘-lah’ is a particle that is always attached to the preceding word. It is to mark the predicate when the predicate is out of its normal position. It is never obligatory.

Examples:

| | |
|---------------------------------|---------------------------------|
| Tertipulah kamu. | You were tricked. |
| Percayalah padaku. | Just trust me. |
| Hasilnya tidaklah terlalu baik. | The result is not too good. |
| Hubungan kami sangatlah dekat. | Our relationship is very close. |
| Tinggalah dia seorang diri. | He is the only one left. |

PUN

Particle ‘pun’ can act as a focusing adjunct. It identifies the most important thing involved in what being said. In this case ‘pun’ means ‘juga, pula’(too, also, as well). It also act like a linking adjunct in some of its functions. ‘Pun’ always follows the subject of the clause and acts to emphasize it. It is written as a separate word.

Conjunctions and indefinite pronouns that have ‘pun’ as their final component – which is clearly related in meaning to the particle ‘pun’ – are written as one word: adapun, andaipun, ataupun, bagaimanapun, biarpun, kalaupun, kendatipun, maupun, meskipun, sekalipun, sungguhpun, walaupun, tidak seorangpun (indefinite pronoun).

Written as separated

Examples:

| | |
|--------------------------------------------------------------|---------------------|
| Whatever he eats, he’s still skinny. | Apa pun yang dim |
| Even if I want to go home, there’s no car. | Hendak pulang pun |
| Let alone twice, you haven’t even come to my house for once. | Jangan dua kal |
| If father goes, my little brother wants to go too. | Jika ayah pergi, ad |
| After the meeting ended, Nina then went home. | Setelah rapat berak |
| Her scream was so loud, the neighbors then began arriving. | Teriakannya sanga |

Written as One Word

| | |
|------------------------------------------------------------------------------|-------|
| Adapun sebab-sebabnya belum diketahui. | It so |
| Bagaimanapun juga akan dicobanya menyelesaikan tugas itu. | No n |
| Baik mahasiswa maupun mahasiswi ikut berdemonstrasi. | Both |
| Sekalipun belum memuaskan, hasil pekerjaannya dapat dijadikan pegangan. Alth | Alth |
| Walaupun miskin, ia selalu gembira. | Ever |
| Tidak seorangpun yang tahu apa yang terjadi. | No c |

KAH

Partikel ‘kah’ is written as one word with the word that is followed. A sentence can be overtly marked as a question by use of ‘-kah’. It is always optional and is largely confined to writing and formal speech.

Examples:

Apakah dia sakit?

Is he sick?

Sakitkah dia?

Is he sick?

Maukah kamu ikut?

Do you want to come along?

Siapakah dia?

Who is she?

Bukankah dia kaya?

Isn't he rich?

PER

Meaning: resume, each, every,

Synonym: mulai, tiap, demi

Application: It's written separately with the word it follows.

Examples:

| | |
|------------------------------------------------------------|-------------------------|
| Pegawai negeri mendapat kenaikan gaji per (mulai) 1 April. | As of 1st April, civil |
| Mereka masuk ke dalam ruangan satu per (demi) satu. | They go into the room |
| Harga kain itu Rp 2.000,00 per(tiap) helai. | The price of that cloth |

Kan

Meaning: as a tag similar to ‘right?’, isn’t it?, you know

Synonym: a tag ‘bukan?’ in formal Indonesian

Application: ‘Kan’ is extremely common and the most frequently used in Colloquial Indonesian.

It is used:

- 1.to request agreement with what is said or to request verification;
- 2.to remind listeners of a piece of shared knowledge;
- 3.to show solidarity.
- 4.to emphasize;

Examples:

| | |
|-----------------------------------------------------------------------|-------------------------------------------------------------------------|
| Dia sudah cerai kan? | He is divorced |
| Anak baru yang kamu ceritain itu si Nina kan? | The new girl ; |
| Kamu ngerti kan maksud saya? | You understand |
| Saya jarang ketemu Santi. Dia kan di lantai dua, saya di lantai satu. | I rarely see Santi. He is on the second floor, I am on the first floor. |

Kek

The final 'k' is pronounced as a glottal stop, never as a 'k'. It indicates that either of two possibilities is acceptable. There is also possibility where only one or more than two possibilities are mentioned.

Example:

Mau dateng kek, mau nggak kek, saya nggak peduli.

Whether he come or she doesn't come, I don't care.

Kok

Meaning: If it is placed before a statement it means 'how could that be?; how come?'. If it follows a statement it asserts emphatically that the statement is true which means 'I am telling you; this is so; you know'.

Application: Same like 'kek', the final 'k' is pronounced as a glottal stop, never as a 'k'.

Examples:

Kok mati lampunya?
Kok gue lupa ya namanya?
Saya nggak mau ikut kok.
Gampang kok.
Dia ngaku kok.

How come the light is off?
How could I possibly forget her name?
I don't want to follow, I tell you.
It's easy, you know.
She admit it, I tell you.

Sih

Meaning: 'sih' has a range of subtle meanings such as why, how come, actually, because, but, however

Application: Sometimes it's pronounced 'si'. Its general function is to smooth the flow of conversation. The addition of "sih" after a word or a sentence many times is used to emphasize or accentuate curiosity, uncertainty, anger, annoyance, confusion, amazement, surprise even disbelief.

Examples:

Mahal amat sih sepatunya.

Bagus sih bagus cuma nggak cocok.

Ada apa sih? Kok rame banget?

Ngapain sih/

Denger denger sih dia baru beli TV baru.

Anak ini pinter soalnya orang tuanya guru sih.

Galak amat sih tuh orang?

Gimana sih, udah siang belum bangun juga.

Why the shoes is so expensive?

It's actually good but it doesn't suit

What's really happening? Why is it

What are you really doing?

Rumor has it he just bought a new

This kid is clever because his parents

Why that person is so hostile?

How could you, it's already noon

Nah

Meaning: well, now then, so

Application: It occurs before a statement and it can be used to introduce a new topic. Or it can occur during the continuation of a topic to draw the listener's attention.

Examples:

Nah sekarang saya mau nanya, kenapa dia marah?

Now I want to ask

Itu waktu saya di Jakarta, nah waktu saya di Bandung lain lagi. That was when I v

Nah! Apa ku bilang ...

Well! What did I s

Nih & Tuh

Meaning: this, these and that, those

Synonym: In formal Indonesian they are demonstratives pronouns 'ini' and 'itu'

Application: Sometimes it's pronounced 'ni' and 'tu'.

It occurs:

- 1.before or after the noun;
- 2.with pronouns as intensifiers, giving emphasis;
- 3.in some cases after formal Indonesian demonstratives pronouns (ini and itu);
- 4.after a verbal or adjective predicate to give it a stress.

Examples:

| | |
|--------------------------------------|--------------------------------------|
| Dessy tuh sensasi banget deh. | That Dessy is so sensational. |
| Ngerokok tuh nggak bagus. | Smoking is definitely not good. |
| Dia tuh anak baru. | He is a new kid. |
| Apa nih? Apa tuh? | What's this? What's that? |
| Aku nggak tau kalo itu tuh bapaknya. | I didn't know that he is his father. |
| Maksudnya seperti ini nih. | This is what I mean. |
| Anak-anak ini tuh suka males.** | These kids are sometimes lazy. |

Yah

Meaning and Application: Literally it means ‘yes’. It is used as a discourse marker in a number of positions and has a considerable range of meanings:

- 1.It can follow a statement, turning it into a question and acting as a tag, meaning ‘isn’t it?; do you?; is that so?’;
- 2.It is used in combination with a question word as a stalling device;
- 3.It can be used as an intimacy device when information is given;
- 4.It can be used with apologies, acting as a softener and indicating a hope that the listener will consent;
- 5.In imperative it acts as softener so that the order isn’t felt to be a strong command.

Synonym: ya

Examples:

| | |
|--------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| Semua orang suka nasi goreng ya? Lagi makan ya? Everybody loves fried rice, do you? (asking the person who is actually eating) | Are you eating? |
| Nyokap-bokap gue tuh ...hmm ... gimana yah? | This parents of mine are ... hi |
| Maaf ya .. | Sorry! |

Yuk

Meaning: come on, let's go

Synonym: ayo, mari(in formal Indonesian)

Application: It urges the listener to do something together with the speaker.

Makan yuk! Let's eat!

Yuk! Come on!

Combinations

In many cases several particles can occur together in a sentence. Many of these combinations reveal the rather fluid meanings of the articles, combinations sometimes even appearing to give contradictory emphasis or coloring.

Kok ketawa sih? Capek kan lho. Lho kok dia marah sih? Semua kan juga suka ya

200 Most Common Indonesian Words

Vocabulary Building

| Indonesian Word | English Translation |
|-----------------|-------------------------------------------------------|
| ada | v. = there is, there are; to have; to be |
| adalah (1) | p. = was; were; am; is; are; to be; there was |
| adalah (2) | n. = equation mark; equal sign |
| agar | p. = in order to; in order that; so that; for |
| air | n. = water; juice; liquid; fluid |
| akan | p. = will; shall |
| akibat | n. = result; consequence; outcome; effect; impact |
| aku | pron. = I, me; myself |
| anak | n. = child; offspring; issue |
| anda | pron. = you; your |
| antara | p. = among; between; intermediate |
| apa | p. = what; which; whether; if; or |
| atas (1) | p. = for; about; according to |
| atas (2) | p. = upper; above; over; onto; aloft; up |
| atau | p. = or; nor |
| bagi (1) | adv. = for; regarding; in order to; on behalf of |
| bagi (2) | n. = share; fraction; part; portion |
| bagian | n. = portion; part; share; fraction; piece; section |
| bagus | adj. = good; fine; splendid; excellent |
| bahkan | adv. = moreover; in fact; what is more; even; yes |
| bahwa | p. = that; a conjunction word |
| baik | adj. = good; well; nice; fine |
| banyak | adj. = much; many; numerous; considerable; a lot |
| barang | n. = things; goods; luggage; items; objects; articles |
| baru (1) | adj. = new; fresh; recent; novel |
| baru (2) | adj. = only; just |
| beberapa | adj. = several; some; a few; various |
| begitu | p. = like that; in that manner; such; so |

| | | |
|---------------|--------|---------------------------------------------------------|
| belum | adv. | = not yet; maybe later |
| benar | adj. | = real; right; correct; valid; honest; true |
| bersama | v. | = being together; with; joint; similar; common |
| besar | adj. | = big; great; large; sizeable; great |
| biasa | adj. | = usual; ordinary; normal; common; general |
| bila | p. | = when; if |
| bisa (1) | adj. | = able; capable; possible; can; may |
| bisa (2) | n. | = poison; venom |
| boleh | adv. | = may; can; possibly; allowed; perhaps; could |
| buah | n. | = fruit; an object like a fruit; a piece; a unit |
| bukan | adv. | = no; not; false; just the opposite |
| cara | n. | = way; manner; method; procedure; means |
| cepat | adj. | = fast; quick; rapid; swift; speedy |
| cukup | adj. | = sufficient; enough; ample; adequate |
| dalam | p. | = in; on; within; into; inside; deep |
| dan | p. | = and; plus |
| dapat (1) | adv. | = can; able to; possible; may |
| dapat (2) | v. | = to get; obtain; find; acquire |
| dari | p. | = from; than; of; through; since |
| datang | v. | = to come; arrive |
| dengan | p. | = with; by; by means of; in |
| depan (1) | adv. | = upcoming; in the future; in front |
| depan (2) | n. | = the front; the future; the facing side |
| di | p. | = at, on, in, to |
| dia (ia) | pron. | = he; she; him; her; it |
| dilakukan | v.pass | = did; done; carried out; undertaken |
| diri (1) | n. | = self; oneself; person |
| diri (2) | v. | = to stand; to be standing up |
| dulu (dahulu) | adv. | = formerly; earlier; previous; before; ago; in the past |
| hal | n. | = situation; condition; circumstance; matter |
| hanya | adv. | = just; merely; only; simply |
| harga | n. | = price; cost; value |
| hari | n. | = day |
| harus | adv. | = must; should; obliged to; have to; imperative |
| hati | n. | = heart; liver; emotional center; inner self |
| hidup (1) | v. | = to have life; to be living; to be alive; to exist |

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|-------------|-------|--------------------------------------------------------|
| hidup (2) | adj. | = alive; living; existing; animate |
| hingga (1) | p. | = up to; as far as; until |
| hingga (2) | n. | = border; boundary; limits; end |
| ia (dia) | pron. | = he; she; it |
| ingin | v. | = to desire; want; covet; wish for |
| ini | p. | = this; these; here |
| itu | p. | = that; those |
| jadi (1) | v. | = to happen; occur; take place; become; to be |
| jadi (2) | p. | = so; thus; therefore; consequently |
| jalan (1) | n. | = street; road; path; way; course; journey; career |
| jalan (2) | n. | = manner; method; way of doing |
| jangan | p. | = don't; do not; must not; can't |
| jauh | adj. | = far; distant; far away; off; away |
| jelas | adj. | = clear; distinct; settled; obvious |
| jika | p. | = if; when; as long as; provided that |
| juga | adv. | = too; also; as well as; still; yet; either |
| jumlah | n. | = sum; total; amount; quantity; tally |
| juta | n. | = million; one million (1,000,000) |
| kalau | p. | = if; when; on the condition that |
| kali (1) | n. | = river; stream |
| kali (2) | n. | = time; occurrence; time period |
| kami | pron. | = we; us; our (excluding the persons talked to) |
| kamu | pron. | = you |
| karena | p. | = because; therefore; cause; reason |
| kata (1) | n. | = word; term; saying; phrase; remark |
| kata (2) | v. | = said; spoke; stated |
| ke | p. | = towards; in direction of; to |
| kecil | adj. | = little; small; insignificant; dinky |
| kecuali | p. | = besides; except for; but for; only; just |
| kembali (1) | v. | = to return; to go back; coming back |
| kembali (2) | p. | = you're welcome; short form of "terima kasih kembali" |
| kemudian | adv. | = afterwards; later on; then; after; subsequently |
| kepada | p. | = to; toward; for |
| kepala | n. | = head; headman; chief |
| kerja | n. | = work; labor; job; occupation; employment |
| ketika (1) | n. | = a moment; time; a point in time |

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| ketika (2) | adv. | = when; while |
| khusus | adj. | = special; uncommon; peculiar; especial; exceptional |
| kini | adv. | = now; today; presently; currently |
| kita | pron. | = us; we; our (including the listener) |
| ku (aku) | pron. | = I, me, my (short form of “aku”) |
| kurang | adv. | = insufficient; not enough; lacking; deficient |
| lagi (1) | p. | = more; again; another; additional; afresh; anew |
| lagi (2) | p. | = while; during; in the middle of |
| lain | adj. | = other; different; distinct |
| lalu (1) | adj. | = last; previous; past |
| lalu (2) | adv. | = then; and so |
| lalu (3) | v. | = to pass; pass through; go by; lapse; take place |
| lama | adj. | = long duration; lasting; stale; old |
| langsung (1) | adj. | = direct; nonstop; straight through |
| langsung (2) | adv. | = immediately; forthwith; at once; outright |
| luar | adv. | = out; outside; outer; beyond; external; exterior |
| maka | p. | = so; then; therefore; thus; a conjunction word |
| makan | v. | = to eat; consume food |
| makanan | n. | = a meal; food; provisions |
| makin | adv. | = increasingly; more and more; all the more |
| malam | n. | = night; night time; evening |
| mampu | adj. | = able; capable; affordable; wealthy; rich; powerful |
| mana | p. | = which; where; how; what |
| masalah | n. | = question; issue; matter; problem; trouble |
| masih | adv. | = still; yet; as yet; even though |
| masuk | v. | = to enter; go in; come in |
| mata (1) | n. | = eye |
| mata (2) | n. | = source; nucleus; core; essence |
| mau | p. | = wish; will; want; desire |
| maupun | p. | = although; in spite of |
| melakukan | v. | = to implement; carry out; execute; do; perform |
| melalui | p. | = through; via; by way of |
| memang | adv. | = indeed; yes; actually; naturally; certainly; of course; an |
| memberi | v. | = to give; allow; grant |
| memberikan | v. | = to give; give away; hand over; confer; render |
| membuat | v. | = to build; make; prepare; produce; manufacture |

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| memiliki | v. | = to own; possess; have |
| mencari | v. | = to search; seek; look for; pursue |
| mengatakan | v. | = to say; tell; state; express; announce; remark |
| menjadi | v. | = to become; happen; to be born; to be |
| menurut | p. | = according to; pursuant |
| merasa | v. | = to feel; sense; taste; think; believe |
| mereka | pron. | = they; them; their |
| merupakan | v. | = to shape; model; form; constitute |
| mudah | adj. | = easy; simple; facile; quick; convenient |
| mulai | v. | = to begin; start; commence; trigger |
| mungkin | adv. | = maybe; possible; possibly; perhaps; might; may |
| naik | v. | = to ascend; climb; rise; go up; ride up; ride; mount |
| nama | n. | = name; appellation; title |
| namun | p. | = yet; even though; still; even if; although |
| nanti (1) | adv. | = later; at a future time |
| nanti (2) | v. | = to wait; wait for |
| nanti (3) | v. | = will; shall; going to |
| oleh | p. | = by means of; because of; by |
| orang | n. | = person; human being |
| pada (1) | adj. | = enough; sufficient |
| pada (2) | p. | = at; in; by; on; according to |
| paling | adj. | = extreme; utmost; most; most extreme |
| perlu (1) | adv. | = must; obliged to; have to; required |
| perlu (2) | adj. | = important; indispensable; necessary; essential |
| perlu (3) | p. | = for |
| perlu (4) | v. | = to need; require |
| pernah | adv. | = have been; once; already; ever |
| pertama | adj. | = first; foremost; premier; primary; chief |
| pula | p. | = again; also; too |
| pulang | v. | = to return; come home; go back; go home |
| punya | v. | = to own; possess; have; has |
| pusat | n. | = central place; center; focus; focal point |
| saat | n. | = a moment; a short time; while; during |
| saja (1) | adv. | = just; merely; only; exclusively |
| saja (2) | adv. | = an emphasis word; very; extremely |
| saja (3) | adv. | = also; too |

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| salah (1) | n. | = a mistake; an error; an inaccuracy |
| salah (2) | adj. | = erroneous; wrong; faulty; mistaken; false |
| sama | adj. | = same; similar; identical; alike; equal |
| sambil | p. | = while; during; at the same time |
| sampai (1) | p. | = until; up to; as far as; yet |
| sampai (2) | v. | = to accomplish; achieve; reach; finish; arrive |
| sangat | adj. | = exceedingly; extreme; intense; very |
| saya | pron. | = I; me; my |
| sebab | p. | = because; cause; since |
| sebagai | adv. | = as; like; similar to |
| sebelum | adv. | = before; preceding; in advance of; antecedent |
| sebuah | n. | = a piece of; a; an; inanimate classifier |
| secara | p. | = a method; manner; way; by means of |
| sedang (1) | adv. | = while; still; whereas; even though; even if; is; are; am |
| sedang (2) | adj. | = average; medium; intermediate; moderate |
| sedikit | adj. | = little; few; a bit; not much |
| segera | adv. | = soon; promptly; immediately; early |
| sehingga | p. | = so that |
| sejak (semenjak) | p. | = since; from |
| sekali (1) | p. | = very; much so; quite |
| sekali (2) | p. | = once; one time; singular |
| sekalipun | p. | = although; even though; even if; notwithstanding |
| sekarang | adv. | = now; presently; currently; at this time |
| sekitar (1) | adv. | = about; around; approximately |
| sekitar (2) | n. | = surroundings; environs |
| selalu | adv. | = always; continuously; forever; invariably |
| selama | adv. | = during; while; as long as; for the duration of |
| seluruh | adv. | = all; throughout; an entirety; a whole group |
| sementara | adv. | = during; while; whereas; meanwhile; temporary |
| semua | adv. | = entire group; all; whole |
| sendiri | adj. | = self; alone; lone; personal; private |
| seperti | p. | = such as; like; akin; as if; as |
| sering | adj. | = often; frequently; a lot |
| serta | p. | = along with; as well as; together with; including |
| sesuai | adj. | = suitable; proper; agreeable; fitting; appropriate |
| sesuatu | adj. | = something; some; any |

| | | |
|---------------|------|-------------------------------------------------------------|
| setelah | adv. | = after; subsequent to |
| setiap | p. | = each; every; per |
| siap | adj. | = ready; prepared; finished; poised |
| siapa | | = a question word meaning: who; whom; whose |
| sini | p. | = here; this place |
| suatu | n. | = one; any; an; a; some; a certain one |
| sudah | adv. | = done; already finished |
| tahu | v. | = to know; to be aware of |
| tak | p. | = no; not; short form of “tidak” |
| tanpa | adv. | = without; not having |
| tapi (tetapi) | p. | = but; still; yet; however |
| telah | adv. | = already; by now |
| tempat | n. | = a place; room; location; locality; locale; position; site |
| tengah (1) | n. | = middle; center; half way; midst |
| tengah (2) | adv. | = in process; during; while; still |
| tentang | p. | = about; concerning; regarding; with respect to |
| terhadap | p. | = regarding; concerning; with respect to; facing |
| terjadi | v. | = to have happened; taken place; occurred; existed |
| terlalu | adv. | = very; too much; excessive; exceedingly; extremely |
| termasuk | v. | = included; contained; belonging to; inclusive |
| tersebut | v. | = above mentioned; referred to; named |
| terus | adv. | = directly; forward; through; continuous |
| tetapi (tapi) | p. | = but; still; yet; however |
| tiba | v. | = to arrive; to come |
| tidak | adv. | = no; not; nay |
| tinggi | adj. | = high; lofty; exalted; tall |
| uang | n. | = money; wealth |
| untuk | p. | = for; to; in order to; by way of |
| waktu (1) | n. | = time; moment; point in time; term |
| waktu (2) | adv. | = when (referring to previous time) |
| yaitu (jaitu) | adv. | = namely; that is |
| yang | p. | = that; which; who |

| | | |
|------|---|-------------|
| v. | = | verb |
| p. | = | preposition |
| adj. | = | adjective |
| adv. | = | Adverb |
| n. | = | noun |

100 COMMON VERBS, ADJECTIVES & NOUNS

| SNo | VERBS | Root word | ADJECTIVE | Rootword | NOUNS | Rootword |
|-----|---------|-----------|-----------|----------|--------|-------------------|
| 1 | accept | terima | afraid | takut | age | usia., umur |
| 2 | add | tambah | alone | sendiri | air | udara, angin |
| 3 | allow | izin | angry | marah | animal | hewan binatang |
| 4 | ask | tanya | ashamed | malu | answer | jawab |
| 5 | begin | mulai | beautiful | indah | area | daerah wilayah |
| 6 | believe | percaya | big | besar | bank | bank |
| 7 | borrow | pinjam | bitter | pahit | beauty | kecantikan |
| 8 | break | pecah | blind | buta | bed | tempat tidur |
| 9 | bring | bawa | bored | bosan | bird | burung |
| 10 | buy | beli | brave | berani | boat | kapal |

| SNo | VERBS | Rootword | ADJECTIVE | Rootword | NOUNS | Rootword |
|-----|----------|----------|-----------|----------|--------|---------------------|
| 11 | can | boleh | busy | sibuk | body | badan |
| 12 | cancel | batal | calm | tenang | book | buku |
| 13 | change | rubah | cheap | murah | box | kotak kardus |
| 14 | clean | bersih | cheerful | riang | boy | anak lelaki-laki |
| 15 | close | tutup | clean | bersih | call | panggil |
| 16 | comb | sisir | clever | pintar | car | mobil |
| 17 | come | datang | cold | dingin | care | rawat |
| 18 | complain | eluh | confident | percaya | cause | sebab akibat |
| 19 | cough | batuk | cruel | kejam | centre | pusat |
| 20 | count | hitung | deaf | tuli | change | rubah, ganti, tukar |

| SNo | VERBS | Root word | ADJECTIVE | Root word | NOUNS | Root word |
|-----|---------|-----------------|--------------|-----------|----------|-----------|
| 21 | dance | dansa | difficult | susah | children | anak-anak |
| 22 | do | kerja/laku | diligent | rajin | city | kota |
| 23 | draw | gambar lukis | dirty | kotor | class | kelas |
| 24 | drink | minum | disappointed | kecewa | colour | warna |
| 25 | drive | setir | dry | kering | country | negara |
| 26 | eat | makan | far | jauh | course | kursus |
| 27 | explain | terang | fat | gemuk | cover | tutupan |
| 28 | fall | jatuh | fierce | galak | cry | tangis |
| 29 | fill | isi | fine | halus | dark | kegelapan |
| 30 | find | cari | fresh | segar | day | hari |

| SNo | VERBS | Root word | ADJECTIVE | Root word | NOUNS | Root word |
|-----|--------|-----------|-----------|-----------|---------|----------------|
| 31 | finish | selesai | full | penuh | dog | anging |
| 32 | fit | pasang | funny | lucu | door | pintu |
| 33 | fix | perbaik | greedy | rakus | draw | lukisan |
| 34 | fly | terbang | happy | bahagia | earth | bumi |
| 35 | follow | ikut | hard | keras | end | akhir ujung |
| 36 | forget | lupa | heavy | berat | example | contoh |
| 37 | get | dapat | helpful | berguna | eye | mata |
| 38 | give | beri | high | tinggi | face | muka |
| 39 | go | pergi | honest | jujur | fact | kenyataan |
| 40 | have | punya | hot | panas | family | keluarga |

| SNo | VERBS | Rootword | ADJECTIVE | Rootword | NOUNS | Rootword |
|-----|--------|-----------|-----------|--------------------------|--------|------------------|
| 41 | hear | dengar | hungry | lapar | farm | kebun |
| 42 | help | bantu | ill | sakit | father | ayah |
| 43 | hurt | lukai | impolite | tak sopan kurang ajar | feet | kaki |
| 44 | know | tahu | jealous | cemburu | figure | bentuk |
| 45 | learn | belajar | kind | baik hati | fire | api |
| 46 | leave | berangkat | last | terakhir | fish | ikan |
| 47 | listen | dengar | late | terlambat | food | makanan |
| 48 | live | tinggal | lazy | malas | force | paksa |
| 49 | look | lihat | light | ringan | form | bentuk |
| 50 | lose | hilang | long | panjang | friend | kawan / teman |

| SNo | VERBS | Root word | ADJECTIVE | Root word | NOUNS | Root word |
|-----|----------|-----------|-----------|-------------------|--------|-----------------------|
| 51 | make | buat | loud | keras, kencang | game | permainan |
| 52 | move | gerak | loyal | setia | girl | perempuan wanita |
| 53 | need | butuh | naughty | nakal | gold | emas |
| 54 | open | buka | near | nakal | green | hijau |
| 55 | organize | atur | necessary | harus | ground | tempat... |
| 56 | pay | bayar | never | tidak pernah | group | kelompok rombongan |
| 57 | play | main | new | baru | hand | keras |
| 58 | put | taruh | nice | bagus | head | kepala |
| 59 | rain | hujan | noisy | berisik | help | bantuan |
| 60 | read | baca | often | sering | home | rumah |

| SNo | VERBS | Rootword | ADJECTIVE | Rootword | NOUNS | Rootword |
|-----|-------|-----------------|-------------|--------------------|----------|---------------|
| 61 | reply | balas | pale | pucat | horse | kuda |
| 62 | run | lari | polite | sopan | hour | jam |
| 63 | say | bilang | poor | miskin | house | rumah |
| 64 | see | lihat | pretty | cantik | idea | ide |
| 65 | sell | jual | proud | bangga, sombong | inch | inci |
| 66 | send | kirim | ready | siap | interest | suka bunga |
| 67 | show | nampak | real | nyata | island | pulau |
| 68 | shut | tutup | religious | beriman | king | raja |
| 69 | sign | tanda tangan | responsible | tanggu jawab | land | tanah |
| 70 | sing | nyanyi | rich | kaya | language | bahasa |

| SNo | VERBS | Rootword | ADJECTIVE | Rootword | NOUNS | Rootword |
|-----|---------|----------|-----------|---------------|---------|-----------------|
| 71 | sit | duduk | sad | sedih | lead | bimbing |
| 72 | sleep | tidur | satisfied | puas | letter | surat |
| 73 | smoke | hisap | shot | tembak | life | nyawa |
| 74 | speak | bicara | shy | malu | light | cahaya lampu |
| 75 | spell | aja | sleepy | nyantuk | line | garis |
| 76 | spend | habis | slow | pelan | list | daftar |
| 77 | stand | diri | small | kecil | look | lihat |
| 78 | start | mulai | smooth | lancar, licin | love | cinta |
| 79 | study | belajar | soft | lembut | machine | mesin |
| 80 | succeed | hasil | soon | segera | man | laki-laki |

| SNo | VERBS | Rootword | ADJECTIVE | Rootword | NOUNS | Rootword |
|-----|-----------|------------|-----------|--------------------------|----------|----------|
| 81 | swim | renang | spacious | luas | map | peta |
| 82 | take | ambil | stale | basih | mark | tanda |
| 83 | talk | bicara | still | diam / tidak bergerak | mind | otak |
| 84 | teach | ajar | strong | kuat | minute | menit |
| 85 | tell | kasih tau | stupid | bodoh | money | uang |
| 86 | think | pikir | sure | tentu / pasti | moon | bulan |
| 87 | translate | terjemahan | tall | tinggi | morning | pagi |
| 88 | travel | jaja | thin | kurus / tipis | mother | ibu |
| 89 | try | coba | thirsty | haus | mountain | gunung |
| 90 | turn | belok | tight | kencang | music | musik |

| SNo | VERBS | Rootword | ADJECTIVE | Rootword | NOUNS | Rootword |
|-----|------------|----------|-----------|------------|---------|------------|
| 91 | type | ketik | tired | capet | music | musik |
| 92 | understand | erti | true | benar | need | kebutuhan |
| 93 | use | pakai | ugly | jelek | night | malam |
| 94 | wait | tunggu | unfair | tidak adil | notice | pengumuman |
| 95 | wake up | bangun | upset | jengkel | number | nomor |
| 96 | want | mau | weak | lemah | order | pesanan |
| 97 | watch | nonton | well | baik | page | halaman |
| 98 | work | kerja | worried | khawatir | paper | kertas |
| 99 | worry | cemas | wrong | salah | pattern | motif |
| 100 | write | tulis | young | muda | people | orang |